

## PUBLIC NOTICE

PUBLIC NOTICE is hereby given that a regular meeting of the Common Council of the City of Platteville shall be held on Tuesday, February 25, 2014 at 7:00 PM in the Council Chambers at 75 North Bonson Street, Platteville, WI.

### COMMON COUNCIL AGENDA

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. CONSIDERATION OF CONSENT CALENDAR – The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Council President if you would prefer separate discussion and action.

- A. Minutes –2.11.14 Regular Council Meeting
- B. Payment of Bills
- C. Appointments to Boards & Commissions
- D. Licenses
  - 1. Extend Liquor License Premises to Parking Lot on March 8 from 11 a.m. – Midnight for Nick’s at 74½ N Second Street
  - 2. One- and/or Two-year Operators’ Licenses
- E. Permits
  - 1. Walk – National Multiple Sclerosis Society – WI Chapter (1 mile/3 mile) for April 27
  - 2. Banner – American Cancer Society Relay for Life for April 14-28

#### IV. CITIZENS’ COMMENTS, OBSERVATIONS and PETITIONS, if any – Please limit comments to no more than five minutes

#### V. REPORTS –

- A. Committee Reports (Council or Staff Representative)
  - 1. Airport Commission (Nickels) 1.13.14
  - 2. Community Safe Routes Committee(Steiner) 1.20.14
  - 3. Historic Preservation Commission (Kilian) 1.28.14
  - 4. Water & Sewer Commission (Kilian, Steiner, Bonin) 1.13.14
- B. Other Reports
  - 1. Building Inspector Report
  - 2. Department Progress Reports

#### VI. ACTION ITEMS –

- A. Sidewalk Waiver: Culver’s Restaurant - 375 E. Business Hwy. 151 [1.28.14]
- B. Ordinance to Adopt WI Statutes Regarding Unlawful Use of Computerized Communication Systems and Harassment [2.11.14]
- C. City Attorney Contract [2.11.14]
- D. City of Platteville Parks Endowment Fund – Beining Trust [1.14.14]
- E. City Hall Task Force Plan Recommendation [1.14.14]

**VII. INFORMATION AND DISCUSSION –**

- A. Rental License Inspection Program, Ordinances and Fees
- B. Parking Lot– 4<sup>th</sup> and Furnace
- C. Zoning Code Amendments – Building Height and Set-back Requirements
- D. Contract 1-14: Broadway Reconstruction
- E. Contract 2-14 Weed & Grass Mowing
- F. Extended Taxi Service Hours for 2014
- G. Purchase of 4.8 parcel from Jim and Doris Harms
- H. Legion Park Endowment Fund
- I. Beining Trust Donation to EMS
- J. PCA – Moving Platteville Outdoors Project

**VIII. ADJOURNMENT**

*If your attendance requires special accommodation, write City Clerk, P.O. Box 780, Platteville, WI 53818 or call (608) 348-9741 Option 6.*

**PLATTEVILLE COMMON COUNCIL PROCEEDINGS  
FEBRUARY 11, 2014**

The regular meeting of the Common Council of the City of Platteville was called to order by President Nickels at 7:06 p.m. in the Council Chambers of the Municipal Building.

ROLL CALL

Present: Mike Denn, Barbara Daus, Barb Stockhausen, Dick Bonin, Ken Kilian, Eileen Nickels, and Patrice Steiner. Absent: None.

CONSIDERATION OF CONSENT CALENDAR

Motion by Stockhausen, second by Bonin to approve the consent calendar as follows: January 28, 2014 Council Minutes; Payment of Bills in the amount of \$1,370,978.20; January Financial Report; One-year Operator License to Karen T. Welsh; Two-year Operator License to Morgan J. Bachhuber, Jamie B. Palzkill, Danielle E. Rodenkirch, and Tarah L. Rote. Motion carried 7-0 on a roll call vote.

CITIZENS' COMMENTS, OBSERVATIONS AND PETITIONS

None.

REPORTS

- A. Committee Reports – Meeting reports were submitted by the Commission on Aging, Historic Preservation Committee, and Plan Commission. Ken Kilian extended an invitation from the Historic Preservation Committee to an Expo on March 7. They are working on putting together different signage. There will be a Historic Dinner on March 7 at the Episcopal Church with a silent auction at 5:30 p.m., meal at 6:00 p.m. and a presentation by Kent Scheuerell on the history of Platteville at 7:00 p.m. On March 8 there will be an Expo from 9:00 a.m. to 4:00 p.m. with presenters in City Hall and a presentation following that evening at the Badger Bar by the author of a book on Taverns in Wisconsin. More information will be forthcoming.
- B. Other Reports
  1. Airport Financial Report for January 2014
  2. City Attorney Itemized Statement
  3. Water/Sewer Revenue and Expenditures for January 2014
  4. Department Progress Reports - Kilian asked City Attorney McGraw if the Prevailing Wage issue was a continuing thing or will it get resolved? Attorney McGraw stated the issue has been in litigation and pending since 2008 and is in limbo. Kilian asked about the Kallenbach Rental Code Litigation. Attorney McGraw stated that he and City Manager Larry Bierke and Dave Pellatier had a phone conference today. The 15-month redemption period started January 15, 2013 and we are approaching the end of that period. The call today was to discuss what the City will do and what order. This information will be presented to the Council on April 8 with action following at the next Council meeting. They will obtain titles if not redeemed and get direction from Council on acquiring deeds for properties. Kilian asked about the item "transfer of cemetery lots" – was this routine or something else? McGraw stated it was routine and not significant. Kilian asked to see the 2003 truck that had an axle come off. Currently Kilian is planning a visit to the garage on Thursday afternoon.

INFORMATION AND DISCUSSION

- A. *Ordinance to Adopt WI Statutes Regarding Unlawful Use of Computerized Communication Systems and Harassment* – To account for advancements in technology, the Police Department would like to adopt the State Statutes so they can cite at a municipal level. Previously, the District Attorney would have to prosecute. Fines will be brought forward and there is a penalty provision in the statute. Action at next meeting.

- B. *Council Meeting Information Due Dates* – Steiner said that she feels rushed to set the agenda. She reads her packets Friday nights and over the weekend. This would allow staff time to get additional information. Daus stated that if the Council receives packets on Thursday afternoons, with City Hall being closed on Fridays, they could be unable to get answers until Monday – one day before the meeting. Kilian agreed with Daus’ statement and stated that this might lead to transparency issues. Daus wondered if the packet could be delivered Thursday mornings. Bierke stated this would depend on how large the packets are due to photocopying. If the Council were receptive to receiving packets in electronic form, the time to prepare would be greatly reduced. Nickels stated that one more day to get the most information would be helpful. Kilian suggested setting the agenda the day after the Council meeting for the next one. Nickels stated the consensus seems to be for Thursday delivery.
- C. *City Attorney Contract* – Every two years the contract is reviewed. It has been six years since there has been an increase in the City Attorney’s rates. Kilian asked what the \$25 increase was based on. McGraw stated that he has been charging \$150 to other clients for the past six to eight years and wants to charge the same to the City. Bonin stated this was reasonable. Kilian asked about the \$350 charge for travel in January and about mileage reimbursement. McGraw stated he charges \$350 for travel to and from Lancaster and since the route is the same, the fee doesn’t change. His contract states he can charge for mileage, but he has never charged it. Action at next meeting.

#### WORK SESSION

*Bike Trail Update from the PCA* – Mike Penn, 220 Elm Street presented for the PCA. Eileen Nickels, Angie Wright, Cindy Tang, and Gene Weber went to the DNR in Madison to seek grant funds for trail improvements. The DNR encouraged delay of the \$100k for the bridge project and to put those funds for the paving and lighting from behind Menard’s through the City to UWP Markee Drive. A proposal is being prepared for submission to the DNR with total project costs to be approximately \$1.2 million. The DNR requires a 50% match (\$600k). The existing \$100k will be used with the additional \$500k being solicited from other sources including: grant funding from corporations and foundations, UWP and the UWP Foundation, in-kind services from UWP students, local businesses, and the City. They believe they can raise \$450k and would request \$150k from the City toward the \$1.2 million trail improvement project. The grant proposal (by Angie Wright) must be submitted by the City by May 1, 2014. Notification of the award would come in late summer or September. Work would start in 2015. (The other three projects currently slated would have to be delayed as well as those funds will be used for the lighting and paving if approved.)

Denn asked if this would be a multi-use trail that would allow snowmobiles and/or ATVs. Public Works Director Howard Crofoot stated that due to major sections of the trail to Belmont being on DOT land, the trail is for bikes and pedestrians only – no motorized vehicles. There are regulations regarding those vehicles within the City limits. Amy Seeboth, 455 Lutheran Street (PCA Board) stated they are in talks regarding usage of snowmobiles on the trails and who would maintain. And that the question remains unanswered.

There is an option to use Park Impact Fees because it’s an addition to existing bike trail quality. Park impact fees are a \$380 fee for each new dwelling (1 apartment = 1 dwelling; 1 single-family home = 1 dwelling).

Nickels stated that the trail improvement would be a benefit to Platteville and tourism. The location of the trails behind restaurants could help their businesses. Safety would be increased with lighting. Now is a good time to match funds. This will be on for Information and Discussion at the next Council meeting with action at the March 4 meeting.

CLOSED SESSION

Motion by Daus, second by Denn to adjourn to closed session per Wisconsin Statute 19.85(1)(c) – Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – City Manager Employment Contract – and come back into open session for possible action. Motion carried 7-0 on a roll call vote.

ACTION ON CLOSED SESSION

*City Manager Employment Contract* – No change to City Manager contract signed in July of 2013. No action taken.

ADJOURNMENT

Motion by Steiner, second by Stockhausen to adjourn. Motion carried on a roll call vote. The meeting was adjourned at 9:22 PM.

Respectfully submitted,

Jane Leighty  
City Manager Administrative Assistant

DRAFT

## SCHEDULE OF BILLS

### MOUND CITY BANK:

2/6/2014	Schedule of Bills	(VOID #53697)	\$ (32.76)
2/7/2014	Payroll (Net Checks)	(#54379-54391)	\$ 6,212.57
2/7/2014	Payroll (ACH Deposits)	(#134278-134402)	\$ 98,349.16
2/7/2014	Schedule of Bills	(#54392-54399)	\$ 74,743.79
2/13/2014	Schedule of Bills	(VOID #54344)	\$ (108.19)
2/14/2014	Schedule of Bills	(#54400-54423)	\$ 3,098,957.64
2/19/2014	Schedule of Bills	(#54424-54504)	\$ 4,271,031.47
	Total		<u>\$ 7,549,153.68</u>

## Report Criteria:

Check.Bank No = 1

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
02/14	02/06/2014	53697	VOID - FOSTER COACH S	PARTS - EMS	7405	1	32.76 -	32.76 -M
02/14	02/13/2014	54344	VOID - PIGGLY WIGGLY M	SUPPLIES-EXPLORERS/P DEPT	9501000	1	108.19 -	108.19 -M
02/14	02/07/2014	54392	AFLAC	MONTHLY PREMIUMS FLEX AFLAC Pay Period: 02/01/2014	PR0201140	1	489.81	
				MONTHLY PREMIUMS NON FLEX AFLAC INSURANCE Pay Period: 02/01/2014	PR0201140	2	367.84	857.65
Total 54392							857.65	
02/14	02/07/2014	54393	INTERNAL REVENUE SER	FEDERAL INCOME TAX SOCIAL SECURITY Pay Period: 02/01/2014	PR0201140	1	9,654.36	
				FEDERAL INCOME TAX SOCIAL SECURITY Pay Period: 02/01/2014	PR0201140	2	9,654.36	
				FEDERAL INCOME TAX MEDICARE Pay Period: 02/01/2014	PR0201140	3	2,257.85	
				FEDERAL INCOME TAX MEDICARE Pay Period: 02/01/2014	PR0201140	4	2,257.85	
				FEDERAL INCOME TAX FEDERAL WITHHOLDING TAX Pay Period: 02/01/2014	PR0201140	5	14,857.43	38,681.85
Total 54393							38,681.85	
02/14	02/07/2014	54394	VANTAGE TRANSFER AG	ICMA DEFERRED COMP ICMA RETIREMENT Pay Period: 02/01/2014	PR0201140	1	270.00	270.00
02/14	02/07/2014	54395	WI DEFERRED COMP BO/	DEFERRED COMPENSATION DEFERRED COMPENSATION Pay Period: 02/01/2014	PR0201140	1	2,525.00	
				DEFERRED COMPENSATION WI DEF-ROTH Pay Period: 02/01/2014	PR0201140	2	225.00	2,750.00
Total 54395							2,750.00	
02/14	02/07/2014	54396	WI DEPT OF REVENUE	STATE INCOME TAX STATE WITHHOLDING TAX Pay Period: 02/01/2014	PR0201140	1	7,994.73	7,994.73
02/14	02/07/2014	54397	WI RETIREMENT SYSTEM	WRS RETIREMENT ADDL RETIREMENT WITHHELD Pay Period:				

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				02/01/2014	PR0201140	1	125.00	
				WRS RETIREMENT	PR0201140	2	6,446.65	
				EERC GEN RETIRE Pay Period: 02/01/2014				
				WRS RETIREMENT	PR0201140	3	2,947.48	
				EERC PROT RETIRE Pay Period: 02/01/2014				
				WRS RETIREMENT	PR0201140	4	1,567.40	
				EERC W/S RETIRE Pay Period: 02/01/2014				
				WRS RETIREMENT	PR0201140	5	6,446.65	
				ERRC GEN RETIRE Pay Period: 02/01/2014				
				WRS RETIREMENT	PR0201140	6	4,341.23	
				ERRC PROT RETIRE Pay Period: 02/01/2014				
				WRS RETIREMENT	PR0201140	7	1,567.40	23,441.81
				ERRC W/S RETIRE Pay Period: 02/01/2014				
				Total 54397			23,441.81	
02/14	02/07/2014	54398	WI SCTF	CHILD SUPPORT CHILD SUPPORT-WI SCTF Pay Period: 02/01/2014	PR0201140	1	218.00	218.00
02/14	02/07/2014	54399	WPPA/LEER	UNION DUES POLICE UNION DUES Pay Period: 02/01/2014	PR0201140	1	529.75	529.75
02/14	02/14/2014	54400	BIERKE, LARRY	REIMB MEDICAL OVER PMT	123113	1	89.45	89.45
02/14	02/14/2014	54401	BROWN, LAURA BETH	FLEX MEDICAL CLAIM REIMB	021414	1	916.00	916.00
02/14	02/14/2014	54402	CHIROPRACTIC ASSOCIA	CHIRO CHGS	123113	1	23.88	23.88
02/14	02/14/2014	54403	CROFOOT, HOWARD	FLEX MEDICAL CLAIM R	021414	1	77.42	77.42
02/14	02/14/2014	54404	DORRELL, GABRIEL & JEI	REFUND TAX OVERPAYMENT	2602	1	123.76	123.76
02/14	02/14/2014	54405	FOSTER COACH SALES II	PARTS - EMS	7405	1	32.76	32.76
02/14	02/14/2014	54406	GRANT CTY CLERK OF CO	BOND-LEVI E LIVINGSTON FORFEITURES	11491313 2/10/2014	1 1	200.50 200.50	401.00
				Total 54406			401.00	
02/14	02/14/2014	54407	GRANT CTY TREASURER	TAX SETTLEMENT	TAXES 2013	1	726,657.58	726,657.58
02/14	02/14/2014	54408	HARTIG DRUG CO	PRESCRIPTION CO-PAY	013114	1	12.13	
				PRESCRIPTION CO-PAY	013114	2	10.82	
				PRESCRIPTION CO-PAY	013114	3	10.00	32.95
				Total 54408			32.95	
02/14	02/14/2014	54409	K-MART PHARMACY	PRESCRIPTION CO-PAYS	013114	1	34.01	
				PRESCRIPTION CO-PAYS	013114	2	45.02	
				PRESCRIPTION CO-PAYS	013114	3	1.46	
				PRESCRIPTION				



Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				CO-PAYS	013114	4	11.65	92.14
		Total 54409					92.14	
02/14	02/14/2014	54410	MADISON RADIOLOGISTS	ACCT #3368	102813	1	22.21	33.25
				ACCT #42093	111213	1	11.04	
		Total 54410					33.25	
02/14	02/14/2014	54411	MEDICAL ASSOCIATES CI	ACCT #69-99296	2014	1	269.92	269.92
02/14	02/14/2014	54412	MINNESOTA LIFE INSURA	MONTHLY LIFE INS PREMIUM	047102 3/201	1	8.23	
				MONTHLY LIFE INS PREMIUM	047102 3/201	2	36.26	
				MONTHLY LIFE INS PREMIUM	047102 3/201	3	34.63	
				MONTHLY LIFE INS PREMIUM	047102 3/201	4	32.49	
				MONTHLY LIFE INS PREMIUM	047102 3/201	5	.67	
				MONTHLY LIFE INS PREMIUM	047102 3/201	6	180.68	
				MONTHLY LIFE INS PREMIUM	047102 3/201	7	28.74	
				MONTHLY LIFE INS PREMIUM	047102 3/201	8	18.12	
				MONTHLY LIFE INS PREMIUM	047102 3/201	9	47.04	
				MONTHLY LIFE INS PREMIUM	047102 3/201	10	41.60	
				MONTHLY LIFE INS PREMIUM	047102 3/201	11	69.74	
				MONTHLY LIFE INS PREMIUM	047102 3/201	12	2.81	
				MONTHLY LIFE INS PREMIUM	047102 3/201	13	9.29	
				MONTHLY LIFE INS PREMIUM	047102 3/201	14	14.62	
				MONTHLY LIFE INS PREMIUM	047102 3/201	15	8.94	
				MONTHLY LIFE INS PREMIUM	047102 3/201	16	98.22	
				MONTHLY LIFE INS PREMIUM	047102 3/201	17	71.07	
				MONTHLY LIFE INS PREMIUM	047102 3/201	18	11.22	
				MONTHLY LIFE INS PREMIUM	047102 3/201	19	62.35	
				MONTHLY LIFE INS PREMIUM	047102 3/201	20	12.60	
				MONTHLY LIFE INS PREMIUM	047102 3/201	21	4.14	
				MONTHLY LIFE INS PREMIUM	047102 3/201	22	25.07	
				MONTHLY LIFE INS PREMIUM	047102 3/201	23	128.17	
				MONTHLY LIFE INS				

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				PREMIUM	047102 3/201	24	228.13	
				MONTHLY LIFE INS PREMIUM	047102 3/201	25	744.48	
				MONTHLY LIFE INS PREMIUM	047102 3/201	26	152.25	2,071.56
		Total 54412					2,071.56	
02/14	02/14/2014	54413	PLATTEVILLE EMER MED	ACCT #382043	010114	1	696.50	696.50
02/14	02/14/2014	54414	PLATTEVILLE WATER & S	DELINQUENT UTILITY CHARGES	2013 TAXES	1	6,766.32	6,766.32
02/14	02/14/2014	54415	REHLINGER, PAUL	FINAL FLEX MEDICAL CLAIM REIMB	013113	1	59.16	
				REIMB PRESCRIPTION COST	013113	2	3.00	62.16
		Total 54415					62.16	
02/14	02/14/2014	54416	SCHMID, JENNIFER	FLEX MEDICAL CLAIM REIMB.	021414	1	44.20	44.20
02/14	02/14/2014	54417	SCHOOL DISTRICT OF PL	TAX SETTLEMENT	TAXES 2013	1	1,981,712.65	1,981,712.65
02/14	02/14/2014	54418	SOUTHWEST HEALTH CE	ACCT #364102	10/13	1	203.28	
				ACCT #365574	10/13	2	117.55	
				ACCT #365604	10/13	3	23.59	
				ACCT #365604	10/13	4	23.59	368.01
		Total 54418					368.01	
02/14	02/14/2014	54419	SOUTHWEST TECHNICAL	TAX SETTLEMENT	TAXES 2013	1	377,615.69	377,615.69
02/14	02/14/2014	54420	ST MARYS DEAN VENTUF	ACCT #500097605	549525902	1	274.90	
				ACCT #500077523	549532057	1	74.40	
				ACCT #500063758	549580833	1	274.90	
				ACCT #500110082	549581124	1	27.49	651.69
		Total 54420					651.69	
02/14	02/14/2014	54421	ST MARYS/DEAN VENTUF	ACCT #900026105	081513	1	82.43	82.43
02/14	02/14/2014	54422	STORLIE, CHRISTINE H	REFUND TAX OVERPAYMENT	2595	1	123.76	123.76
02/14	02/14/2014	54423	UNITED CLINICAL LABS	ACCT #62040	123013	1	12.56	12.56
02/14	02/19/2014	54424	ALLAR, CHRISTINE M	REFUND OVERPAYMENT-AMBULAI	2/7/2014	1	27.40	27.40
02/14	02/19/2014	54425	ALLEN, DANIEL	FLEX MEDICAL CLAIM REIMB.	021914	1	600.00	600.00
02/14	02/19/2014	54426	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-CITY HALL	2/19/2014	1	8.31	
				ELECTRIC/HEATING-FIRE DEPT	2/19/2014	2	1,533.47	
				ELECTRIC/HEATING-EME MNGMT	2/19/2014	3	7.66	
				ELECTRIC/HEATING-EMS	2/19/2014	4	735.71	
				ELECTRIC/HEATING-STRI LIGHTING	2/19/2014	5	7,820.83	
				ELECTRIC/HEATING-STOI LIGHTS	2/19/2014	6	540.58	
				ELECTRIC/HEATING-LIBR	2/19/2014	7	2,036.22	
				ELECTRIC/HEATING-MUS	2/19/2014	8	2,053.22	

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				ELECTRIC/HEATING-SR CENTER	2/19/2014	9	702.71	
				ELECTRIC/HEATING-PARI	2/19/2014	10	665.15	
				ELECTRIC/HEATING-POO	2/19/2014	11	12.48	16,116.34
			Total 54426				16,116.34	
02/14	02/19/2014	54427	APPLIED MICRO INC	COMPUTER CHARGES	17415	1	148.20	
				SUPPLIES-GALLERY	19798	1	84.99	233.19
			Total 54427				233.19	
02/14	02/19/2014	54428	AUZ, NATHAN	REIMB TRAINING EXPENSES-POLICE	1/27-1/30/14	1	86.29	86.29
02/14	02/19/2014	54429	BADGER WELDING SUPP	MONTHLY CYLINDER RENTAL-EMS	3195829	1	12.40	
				MONTHLY CYLINDER RENTAL-POLICE	3195831	1	2.79	15.19
			Total 54429				15.19	
02/14	02/19/2014	54430	BAKER IRON WORKS LLC	STREET CHARGE	61445	1	25.00	25.00
02/14	02/19/2014	54431	BAYCOM INC	MISC EQUIPMENT-POLICE DEPT	84480	1	129.00	129.00
02/14	02/19/2014	54432	CARDMEMBER SERVICE	POLICE DEPT CHARGES	1/3-2/3/14	1	37.89	
				POLICE DEPT CHARGES	1/3-2/3/14	2	10.99	
				POLICE DEPT CHARGES	1/3-2/3/14	3	229.36	
				POLICE DEPT CHARGES	1/3-2/3/14	4	4.37	
				EMS CHARGES	1/3-2/3/14	5	2,268.68	
				EMS CHARGES	1/3-2/3/14	6	664.00	
				EMS CHARGES	1/3-2/3/14	7	581.17	
				EMS CHARGES	1/3-2/3/14	8	20.00	
				EMS CHARGES	1/3-2/3/14	9	296.00	
				CLERK CHARGES	1/3-2/3/14	10	50.00	
				COMMUNICATION SPECIALIST CHARGES	1/3-2/3/14	11	53.56	
				CITY MANAGER CHARGES	1/3-2/3/14	12	53.07	
				STREET DEPT CHARGES	1/3-2/3/14	13	568.00	
				LIBRARY CHARGES	1/3-2/3/14	14	51.70	
				LIBRARY CHARGES	1/3-2/3/14	15	80.56	
				LIBRARY CHARGES	1/3-2/3/14	16	60.00	
				SENIOR CENTER CHARGES	1/3-2/3/14	17	137.99	
				MUSEUM CHARGES	1/3-2/3/14	18	127.98	
				MUSEUM CHARGES	1/3-2/3/14	19	80.00	
				MUSEUM CHARGES	1/3-2/3/14	20	43.77	
				MUSEUM CHARGES	1/3-2/3/14	21	155.93	
				MUSEUM CHARGES	1/3-2/3/14	22	60.00	5,531.62
			Total 54432				5,531.62	
02/14	02/19/2014	54433	CARQUEST AUTO PARTS	SUPPLIES-POLICE DEPT	JAN 2014	1	136.75	
				SUPPLIES-STREET DEPT	JAN 2014	2	92.42	229.17

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
Total 54433							229.17	
02/14	02/19/2014	54434	CENTURYLINK	PHONE CHARGES-ADMIN	2/03/2014	1	612.96	
				PHONE CHARGES-POLICE DEPT	2/03/2014	2	1,001.27	
				PHONE CHARGES-FIRE DEPT	2/03/2014	3	142.84	
				PHONE CHARGES-EMS	2/03/2014	4	40.57	
				PHONE CHARGES-EMERGENCY MANAGEMENT	2/03/2014	5	137.98	
				PHONE CHARGES-STREET DEPT	2/03/2014	6	92.26	
				PHONE CHARGES-MUSEUM	2/03/2014	7	46.33	
				PHONE CHARGES-ROUNTREE GALLERY	2/03/2014	8	36.19	
				PHONE CHARGES-SENIOR CTR	2/03/2014	9	37.09	
				PHONE CHARGES-PARKS	2/03/2014	10	50.66	
				PHONE CHARGES-POOL	2/03/2014	11	34.80	
				PHONE CHARGES-RECREATION	2/03/2014	12	43.83	
				PHONE CHARGES-LIBRARY	2/03/2014	13	137.12	
				PHONE CHARGES-AIRPORT	2/03/2014	14	225.44	2,639.34
Total 54434							2,639.34	
02/14	02/19/2014	54435	CENTURYLINK	AIRPORT LONG DISTANCE	01/31/14	1	.14	
				GALLERY LONG DISTANCE	01/31/14	2	.07	
				RECREATION LONG DISTANCE	01/31/14	3	.07	
				CITY MANAGER LONG DISTANCE	01/31/14	4	.13	
				CITY CLERK LONG DISTANCE	01/31/14	5	.14	
				EMS LONG DISTANCE	01/31/14	6	2.16	
				ENGINEERING LONG DISTANCE	01/31/14	7	.09	
				FIRE DEPT LONG DISTANCE	01/31/14	8	.12	
				LIBRARY LONG DISTANCE	01/31/14	9	.35	
				MUSEUM LONG DISTANCE	01/31/14	10	.10	
				PARKS DEPT LONG DISTANCE	01/31/14	11	.07	
				POLICE DEPT LONG DISTANCE	01/31/14	12	60.95	

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				POOL LONG DISTANCE	01/31/14	13	.14	
				RECREATION LONG DISTANCE	01/31/14	14	.07	
				SENIOR CENTER LONG DISTANCE	01/31/14	15	.43	
				WATER & SEWER LONG DISTANCE	01/31/14	16	.65	65.68
		Total 54435					65.68	
02/14	02/19/2014	54436	CHARLES, TIMOTHY	FINAL FLEX MEDICAL CLAIM	123113	1	220.08	220.08
02/14	02/19/2014	54437	CINDY SCHAVE STUDIO &	GALLERY CHARGES	12/30/2013	1	129.56	129.56
02/14	02/19/2014	54438	COMELEC SERVICES INC	EMS CHARGE	425116-IN	1	48.00	48.00
02/14	02/19/2014	54439	CVIKOTA COMPANY,THE	ANNUAL INSURANCE ENDORSEMENT PREMIUM-EMS	11673	1	200.00	
				EMS COLLECTIONS	11673	2	2,405.89	2,605.89
		Total 54439					2,605.89	
02/14	02/19/2014	54440	DELTA 3 ENGINEERING IN	POOL REPAIRS	8080	1	90.00	90.00
02/14	02/19/2014	54441	DOUBLEDAY LARGE PRIM	LARGE PRINT BOOKS-LIBRARY	72865056	1	52.46	52.46
02/14	02/19/2014	54442	DUBUQUE HOSE & HYDR	SUPPLIES-POLICE DEPT	404792	1	58.80	58.80
02/14	02/19/2014	54443	EMERGENCY MEDICAL PI	AMBULANCE SUPPLIES	1620624	1	185.62	
				AMBULANCE SUPPLIES	1621008	1	25.65	
				AMBULANCE SUPPLIES	1621036	1	25.65	236.92
		Total 54443					236.92	
02/14	02/19/2014	54444	FASTENAL COMPANY	SUPPLIES-ST	WIPIA64859	1	10.94	10.94
02/14	02/19/2014	54445	FELDERMAN LAWN & GAI	SNOW REMOVAL	2/7/2014	1	1,938.00	1,938.00
02/14	02/19/2014	54446	FOX VALLEY TECH COLLE	TRAINING-PD	94040	1	250.00	250.00
02/14	02/19/2014	54447	GORDON FLESCH COMP/	COPIES-CLERK	IN10683408	1	30.00	
				COPIES-CITY MANAGER	IN10683408	2	112.10	
				COPIES-COUNCIL	IN10683408	3	15.00	157.10
		Total 54447					157.10	
02/14	02/19/2014	54448	GRABANDT, JOSHUA	FLEX MEDICAL CLAIM R	123113	1	252.00	252.00
02/14	02/19/2014	54449	GRANT CTY CLERK OF CI	BOND-AKBAR TURNER FORFEITURES	11531532	1	399.50	
					2/17/2014	1	213.50	613.00
		Total 54449					613.00	
02/14	02/19/2014	54450	GRANT REGIONAL HEALT	PHARMACY MEDS-EMS	805002/41472	1	1,131.45	1,131.45
02/14	02/19/2014	54451	GRANTLAND SAFETY INS	FIRE EXTINGUISHER(S) RECHARGE-FIRE DEPT	9360	1	26.50	26.50
02/14	02/19/2014	54452	GROUP HEALTH COOPEF	REFUND OVERPAYMENT BRAE CRIST	2/7/2014	1	151.84	151.84
02/14	02/19/2014	54453	HAAS, JEFFERY	TRAINING REIMB.	2/9-2/12/14	1	81.00	81.00
02/14	02/19/2014	54454	HARLEY'S CAR CARE CEI	TOW TO IMPOUND - PD	2076	1	200.00	200.00
02/14	02/19/2014	54455	HENKE	STREET DEPT CHARGES	4370415-RI	1	1,166.34	1,166.34
02/14	02/19/2014	54456	HOME HEALTH UNITED	ACCT #05259	112513	1	84.89	84.89
02/14	02/19/2014	54457	HUCK, MARY	MILEAGE	2/3/2014	1	76.16	76.16
02/14	02/19/2014	54458	INGERSOLL PLUMBING/H	REPAIRS-POLICE DEPT	5928	1	195.35	

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
				CITY HALL CHARGES	6003	1	144.60	339.95
		Total 54458					339.95	
02/14	02/19/2014	54459	IWI MOTOR PARTS	SUPPLIES-STREET DEPT	1-267531	1	128.21	128.21
02/14	02/19/2014	54460	JOHNSON BLOCK & CO IN	AUDIT CHGS	411725	1	545.00	545.00
02/14	02/19/2014	54461	KONECNY, MONIE	FLEX MEDICAL CLAIM R	021914	1	63.00	
				REIMB PRESCRIPTION	021914	2	.50	
				PMT				
				REIMB PRESCRIPTION	021914	3	.50	64.00
				PMT				
		Total 54461					64.00	
02/14	02/19/2014	54462	LANGUAGE LINE SERVICE	LANGUAGE INTERPRETATION-POLICE DEPT	3310653	1	49.65	49.65
02/14	02/19/2014	54463	MARTIN, VALERIE	TRAINING REIMBURSEMENT-FINANCE	1/29/2014	1	16.80	
				TRAINING REIMBURSEMENT-FINANCE	8/16/2013	1	9.60	26.40
		Total 54463					26.40	
02/14	02/19/2014	54464	MONSON SEPTIC & PORT	PORTABLE RESTROOM RENTAL-POLICE	12668	1	480.00	480.00
02/14	02/19/2014	54465	MOOR HYDRAULIC INC	STREET DEPT CHARGE	442027	1	63.07	
				STREET DEPT CHARGE	442104	1	108.28	171.35
		Total 54465					171.35	
02/14	02/19/2014	54466	MORRISSEY PRINTING IN	BUSINESS CARDS-COM SPECIALIST	31294	1	106.32	106.32
02/14	02/19/2014	54467	MORTON SALT	TONS OF ROAD SALT FOR 2014	5400369997	1	4,442.81	
				TONS OF ROAD SALT FOR 2014	5400369998	1	4,540.93	8,983.74
		Total 54467					8,983.74	
02/14	02/19/2014	54468	MOUND CITY BANK	PRINCIPAL L.T. NOTES	1/29/2014	1	4,075,000.00	
				INTEREST L.T. NOTES	1/29/2014	2	87,612.51	4,162,612.51
		Total 54468					4,162,612.51	
02/14	02/19/2014	54469	NAT'L CIVIC LEAGUE	MEMBERSHIP DUES	MEMB DUES	1	200.00	200.00
02/14	02/19/2014	54470	OFFICE DEPOT	OFFICE SUPPLIES-PD	69746668100	1	64.96	64.96
02/14	02/19/2014	54471	PCAN	BROADBAND	2013	1	1,509.00	1,509.00
02/14	02/19/2014	54472	PLATTEVILLE AUTO SUPP	SUPPLIES-STREET DEPT	JAN 2014	1	8.49	
				SUPPLIES-POLICE DEPT	JAN 2014	2	52.32	
				SUPPLIES-FIRE DEPT	JAN 2014	3	48.62	
				SUPPLIES-EMS	JAN 2014	4	13.99	
				SUPPLIES-EMS	JAN 2014	5	16.28	
				SUPPLIES-STREET DEPT	JAN 2014	6	256.04	
				SUPPLIES-PARKS	JAN 2014	7	46.49	442.23

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
Total 54472							442.23	
02/14	02/19/2014	54473	PLATTEVILLE REGIONAL	GIFT CERTIFICATES-RECREAT	1039-14	1	125.00	
				ROOM TAX	4TH QTR 201	1	13,714.70	13,839.70
Total 54473							13,839.70	
02/14	02/19/2014	54474	PRECISION AUTOMOTIVE	TOW TO IMPOUND	22517	1	150.00	
				TOW TO IMPOUND	22532	1	150.00	
				TOW TO IMPOUND	22533	1	150.00	450.00
Total 54474							450.00	
02/14	02/19/2014	54475	QUARLES & BRADY LLP	PROFESSIONAL SERVICES	1915018	1	6,750.00	6,750.00
02/14	02/19/2014	54476	QUEENB RADIO WISCON	ADVERTISING-MUSEUM	1079-48	1	40.00	40.00
02/14	02/19/2014	54477	RADIO SHACK	FIRE DEPT CHARGE	10277649	1	255.53	
				POLICE DEPT CHARGE	10278293	1	14.99	270.52
Total 54477							270.52	
02/14	02/19/2014	54478	REGISTRATION FEE TRU	LICENSE PLATE RENEWAL-POLICE DEPT	AUT 173RWN	1	75.00	75.00
02/14	02/19/2014	54479	RESTAURANTE LOS AMIC	LIQUOR LICENSE ECONOMIC GRANT REIMB	2/13/2014	1	1,207.56	1,207.56
02/14	02/19/2014	54480	RUNDE CHEVROLET BUIC	FIRE DEPT CHARGES	300418	1	118.35	118.35
02/14	02/19/2014	54481	RUNDHAUG, SYVER	REIMB TRAINING EXPENSES	2/10/2014	1	141.96	141.96
02/14	02/19/2014	54482	SAM'S CLUB	MEMBERSHIP DUES-MUSEUM	DUES	1	45.00	45.00
02/14	02/19/2014	54483	SANDRY FIRE SUPPLY LL	FIRE DEPT SUPPLIES	43975	1	800.32	800.32
02/14	02/19/2014	54484	SCOTT IMPLEMENT	SUPPLIES-STREET DEPT	77807	1	33.99	
				SUPPLIES-STREET DEPT	77890	1	11.33	45.32
Total 54484							45.32	
02/14	02/19/2014	54485	SIGNS TO GO! INC	ELECTION SIGNS	18050	1	480.00	480.00
02/14	02/19/2014	54486	SIMMONS, BONNIE	ART WORK FOR CITY HALL	2/12/2014	1	170.00	170.00
02/14	02/19/2014	54487	SOUTHWEST HEALTH CE	GUARANTOR #841944	110413	1	250.62	250.62
02/14	02/19/2014	54488	SOUTHWEST HEALTH CE	RANDOM DRUG & ALCOHOL TESTING-POLICE DEPT	825289 1/28/1	1	23.00	
				LABS-POLICE DEPT	825289 1/28/1	2	28.00	
				NEW HIRES DRUG & ALCOHOL TESTING-COMM SPEC	850225 1/28/1	1	23.00	74.00
Total 54488							74.00	
02/14	02/19/2014	54489	SOUTHWEST OPPORTUN	JANITORIAL SERVICES-POLICE DEPT	15213	1	1,493.25	
				GARBAGE BAGS	15258	1	36.00	1,529.25

Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
Total 54489							1,529.25	
02/14	02/19/2014	54490	SOUTHWEST TECHNICAL	REG-POLICE DEPT	8149	1	260.00	
				REG-POLICE DEPT	8150	1	260.00	520.00
Total 54490							520.00	
02/14	02/19/2014	54491	SUITS, SEAN	REFUND FOR TICKET THAT WAS PD TWICE	2/18/2014	1	20.00	20.00
02/14	02/19/2014	54492	SUPERIOR LAMP INC	STREET DEPT CHARGES	S2847559-01	1	213.02	213.02
02/14	02/19/2014	54493	TEAM LABORATORY CHE	SUPPLIES-STREET DEPT	94533	1	420.00	420.00
02/14	02/19/2014	54494	TH MEDIA	ADVERTISING-GALLERY	568330	1	170.32	170.32
02/14	02/19/2014	54495	TIMMERMAN SUPPLY INC	GLOVES-STREET DEPT	21931	1	190.00	190.00
02/14	02/19/2014	54496	TOP HAT INC	FARES-SENIOR CENTER	2/05/2014	1	18.50	18.50
02/14	02/19/2014	54497	UBERSOX PLATTEVILLE I	TIF #6 TAX INCREMENT	2/19/2014	1	25,629.46	25,629.46
02/14	02/19/2014	54498	US CELLULAR	CELL PHONE CHGS. - EMS	24745560	1	16.21	
				CELL PHONE CHGS-PARKS	25699317	1	15.29	
				CELL PHONE CHGS-AIRPORT	25699317	2	15.29	
				CELL PHONE CHGS. - FIRE	25699317	3	15.29	
				CELL PHONE CHGS.-ST	25699317	4	30.59	
				CELL PHONE CHGS.-PD	25699317	5	157.07	
				CELL PHONE CHGS-WATER & SEWER	25699317	6	135.56	
				CELL PHONE CHGS-PARKS	26019719	1	26.18	
				CELL PHONE CHGS-AIRPORT	26019719	2	26.18	
				CELL PHONE CHGS. - FIRE	26019719	3	26.18	
				CELL PHONE CHGS.-ST	26019719	4	52.37	
				CELL PHONE CHGS. - PD	26019719	5	233.30	
				CELL PHONE CHGS-WATER & SEWER	26019719	6	211.80	961.31
Total 54498							961.31	
02/14	02/19/2014	54499	VERIZON WIRELESS	POLICE DEPT CHARGES (SMS)ELERT		1	150.00	150.00
02/14	02/19/2014	54500	W S DARLEY & COMPANY	FIRE DEPT CHARGES	FINANCE CH	1	9.17	9.17
02/14	02/19/2014	54501	WEBER PAPER COMPAN'	PAPER	553648	1	2,764.50	2,764.50
02/14	02/19/2014	54502	WI CITY/CTY MANAGEME	REG-CITY MGR	REG CITY M	1	150.00	150.00
02/14	02/19/2014	54503	WI DEPT OF JUSTICE	RECORD CHECKS - POLICE DEPT	L2205T 2/3/14	1	84.00	84.00
02/14	02/19/2014	54504	WINTER EQUIPMENT COI	PLOWGUARDS & CURBRUNNERS-STREET DEPT	IV20984	1	933.40	
				PLOWGUARDS & CURBRUNNERS-STREET DEPT	IV21125	1	1,507.72	2,441.12
Total 54504							2,441.12	



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Per	Date	Check No	Payee	Invoice Description	Invoice No	Seq	Seq Amount	Check Amount
Totals:							<u>7,444,591.95</u>	<u>7,444,591.95</u>

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Report Criteria:  
Check.Bank No = 1

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## **BOARDS AND COMMISSIONS VACANCIES LIST**

As of 2/25/14

Board of Appeals (Zoning) Alternate (3-year term)  
Board of Appeals (ET Zoning) Alternate (term expires 4/1/16)  
Board of Review (5-year term)  
Board of Review (5-year term)  
Community Development Board (3-year term) – can be reappointed  
Historic Preservation Commission (term expires 5/1/15) – can be reappointed  
Historic Preservation Commission Alternate (3-year term)  
Parks, Forestry, and Recreation Committee (term ending 6/1/15)

### **Upcoming in April, 2014**

Board of Appeals (ET Zoning) (3-year term) – Two vacancies

### **Upcoming in May, 2014**

Freudenreich Animal Care Trust Fund (3-year term) – can be reappointed  
Historic Preservation Commission (3-year term) – can be reappointed  
Housing Authority (5-year term) – can be reappointed  
Library Board (3-year term) – Two vacancies  
Plan Commission (3-year term) – Three vacancies  
Police & Fire Commission (5-year term)

**Application forms for the City of Platteville Boards and Commissions are available in the City Clerk's office in the Municipal Building at 75 N Bonson Street, Platteville, WI or online at [www.platteville.org](http://www.platteville.org). Please note that most positions require City residency.**

February 4, 2014

To who it may concern,

My name is Nick Pease, I would really like to use the parking lot behind my bar Nick's on Second street on March the 8<sup>th</sup>.

The plan, if you are to ok the use of the parking lot, is to host a bean bag tournament for Wisconsin Badger Camp. Half of the proceeds will go to badger camp. We will also have bands playing all day. I would like to have beer outside. I know there were some issue with that earlier, if you need me to something to get that as well I would do whatever it takes. The festivities will start around 11am after the owl closes and end around Midnight. I'm trying to get a Irish band and make this somewhat of a st. patty's day celebration with green beer and the whole nine yards. If there are any questions please let me know.

Thank you very much,

Nick Pease

**NOTE:** The License Committee recommends to approve the request and extend the liquor license premises for Nick's to include the City parking lot on March 8, 2014 from 11 AM – 12 AM contingent upon the following:

- 1) Parking lot fenced in with egress, but no entrance except from the tavern
- 2) Adequate staff to provide security (checking ID's and making sure the fence isn't compromised throughout the event)
- 3) \$50 fee for use of City parking lot

# PROPOSED LICENSES

February 25, 2014

## Two-Year Operators License

- Breana J Dieter
- Jessica T Fuschino
- Tricia L Gibson
- Ambrose J Ingram
- Marissa A Keating
- Brandon J Roesch
- Shawn W Timmerman

Check one:  Parade  
 Walk-a-thon  
 Run  Other

CITY OF PLATTEVILLE  
PARADE, WALK-A-THON, RUN, OR OTHER SIMILAR  
PERMIT

=====

Date permit requested 02/10/14

Name of organization requesting permit NATIONAL MULTIPLE SCLEROSIS  
SOCIETY - WISCONSIN CHAPTER

Date/Time 04/27/14 10AM

Route (or attach map) ATTACHED

Number of Participants 250+

Amount of Liability Insurance \$1,000,000

Name of Insurance Company MARSH USA INC

Address 445 SOUTH ST, MORRISTOWN NJ 07960 Certificate Received: 02/10/14 (Date)

Name of ~~Parade Marshall~~ Committee Chair JENNIFER BECWAR

Address c/o NATIONAL MS SOCIETY, 1120 JAMES DR, HARTLAND, WI 53029

Phone 608.778.1652

Assembly Area ULLSVIK HALL

Disbanding Area ULLSVIK HALL

Name of representative of the organization who can be contacted in the event of a problem:

Jennifer Becwar Phone: 608.723.5185

Signature of person requesting permit \_\_\_\_\_

City Ordinance 41.07

Date approved \_\_\_\_\_

\$50.00 fee accompanies this application

Approved by the City Council

Issued by \_\_\_\_\_  
City Clerk

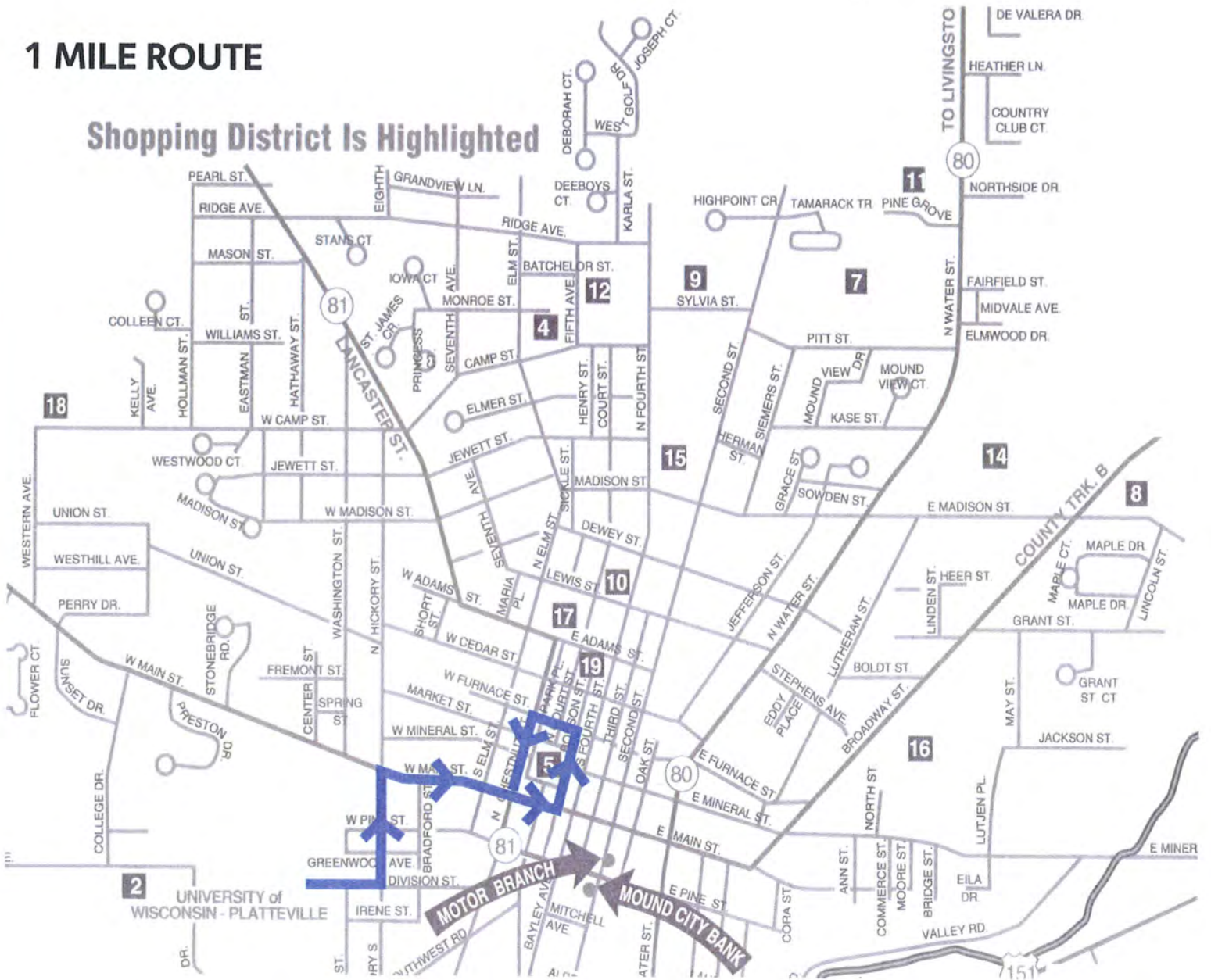
Request fee to be waived

Fee (if charged): \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

# 1 MILE ROUTE

## Shopping District Is Highlighted



### Short route (follow Blue Arrows):

Start: UW-Platteville, Pioneer Student Center

Left on Hickory St

Right on Main St

Left on Bonson St

Left Furnace St.

Left on Park Pl.

REST STOP: City Hall Park

Right on Court St

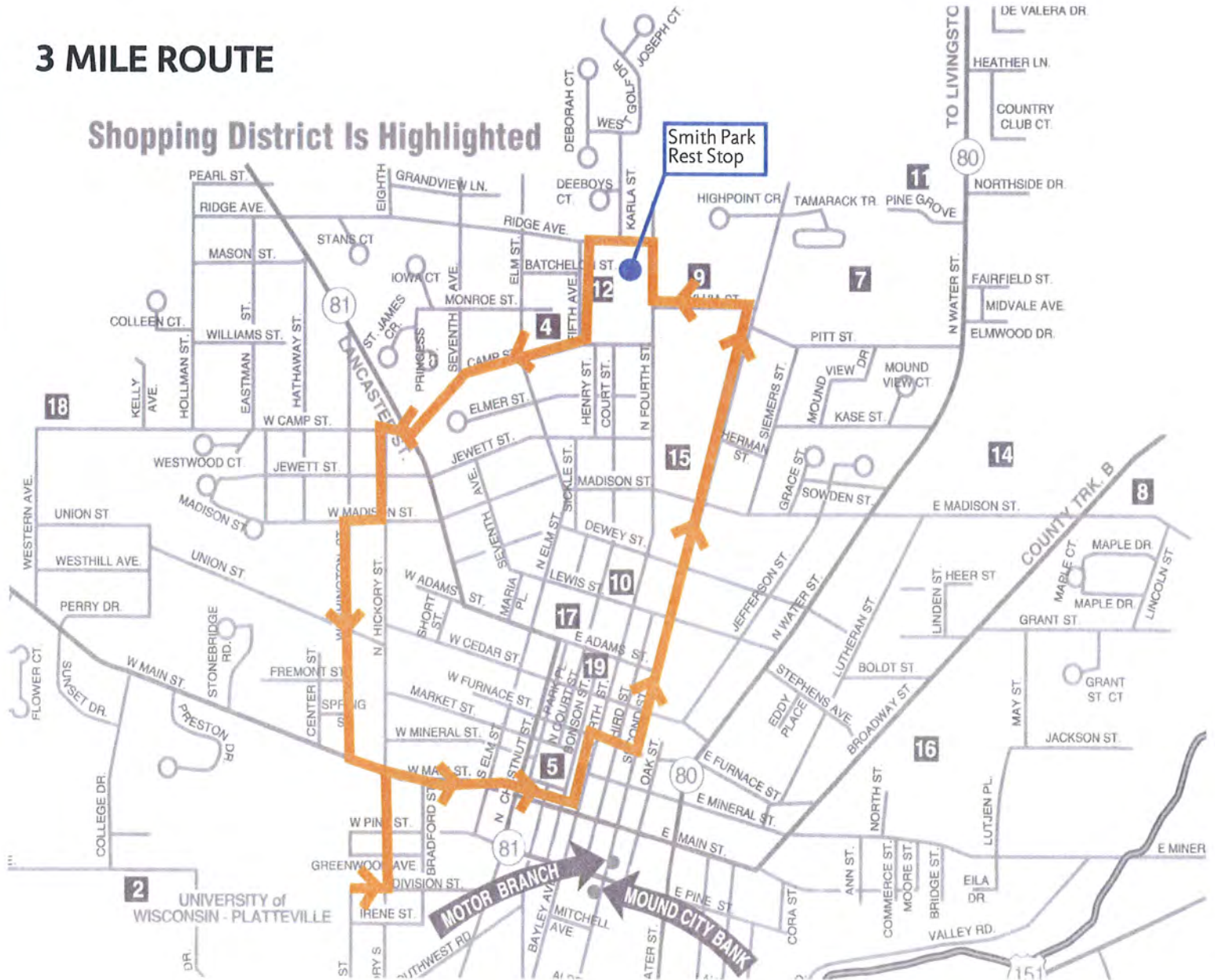
Right on Main St

Left on Hickory St

Finish: UW-Platteville, Pioneer Student Center

# 3 MILE ROUTE

Shopping District Is Highlighted



## Long route (follow Orange Arrows):

- Start: UW-Platteville, Pioneer Student Center
- Left on Hickory St
- Right on Main St
- Left on Bonson St
- Right on Furnace St
- Left on Second St
- Left on Sylvia St
- Right on Fourth St (park walking path)
- Left on Ridge Ave
- REST STOP: Smith Park
- Left on Fifth Ave
- Right on Camp St
- Left on Washington St
- Left on Main St.
- Right on Hickory St
- Finish: UW-Platteville, Pioneer Student Center



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/08/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MARSH USA, INC. 445 SOUTH STREET MORRISTOWN, NJ 07960-6454  123456-Stand--13-14                      HARTL	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ex):</b> <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b>																					
<b>INSURED</b> NATIONAL MULTIPLE SCLEROSIS SOCIETY WISCONSIN CHAPTER 1120 JAMES DRIVE, SUITE A HARTLAND, WI 53029	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER B:</td> <td>Great Northern Insurance Company</td> <td>20303</td> </tr> <tr> <td>INSURER C:</td> <td>ACE Property &amp; Casualty Insurance Company</td> <td>20699</td> </tr> <tr> <td>INSURER D:</td> <td>Employers Insurance Company Of Wausau</td> <td>21458</td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Federal Insurance Company	20281	INSURER B:	Great Northern Insurance Company	20303	INSURER C:	ACE Property & Casualty Insurance Company	20699	INSURER D:	Employers Insurance Company Of Wausau	21458	INSURER E:			INSURER F:		
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INSURER E:																							
INSURER F:																							

**COVERAGES**                      **CERTIFICATE NUMBER:** NYC-006375607-06                      **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC			3583-33-49	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			(12)7353-02-37	12/31/2013	12/31/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll Deductible \$ 1,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			M00552835	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCC-Z91-451053-013	12/31/2013	12/31/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: MS WALK  
CITY OF PLATTEVILLE IS ADDED AS ADDITIONAL INSURED EXCLUDING WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY POLICY

**CERTIFICATE HOLDER****CANCELLATION**

CITY OF PLATTEVILLE 75 N BONSON PLATTEVILLE, WI 53818-2502	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>
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CITY OF PLATTEVILLE

BANNER PERMIT

Date Permit Requested Feb 7, 2014

Name of Organization Requesting Permit American Cancer Society Relay for Life

Address 101 Taylor Ct, Potosi WI 53820

Contact Person Mary Beth Gerhards

Phone Number 608-778-2880

Dates for Banner to Be Displayed April 14-28, 2014

Text of Message to Be Displayed Grant County Relay For Life  
UWP Fieldhouse April 26-27, 2014

Signature of Person Requesting Permit Mary Beth Gerhards

\$125.00 Fee Accompanies This Application\*

Request \$125.00 Fee to Be Waived\*

Date Approved by Common Council \_\_\_\_\_

Issued By \_\_\_\_\_  
City Clerk

Fee (if charged) \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

\* Note Regarding City Banner Permit Fee: The City has determined that the actual cost to the City to erect and take down banners, in terms of the cost of personnel in wages/benefits and the cost of operating City equipment, is approximately \$221.00 (estimated 2002 cost). The Common Council has decided to charge a lesser fee to organizations requesting this permission.

## Minutes Airport Commission Meeting

Meeting of Monday January 13th, 2014

Platteville Municipal Airport

- I. Called to Order: William Kloster at 6:00PM.  
Attendance: Commission Members: Bill Kloster (P), Eileen Nickels (P) Chuck Runde (A), Doug Stephens (P), Adam Pick (A), Kevin Wunderlin (P), Ed White (P). Others in attendance: Duane Borgen (Director of Administration-City of Platteville), Jim Hughes (Airport Manager), Alaine Olthafer (A & A Aviation).
- II. Approval of Minutes December 9<sup>th</sup>, 2013 Regular Meeting: Motion by Ed White, Second by Nickels. The minutes were approved unanimously.
- III. Citizens Comments, Observations, and Petitions: Chairman Kloster introduced the possibility of the airport drafting a letter to airport tenants, and soliciting suggestions for improvements.
- IV. Treasurers Report: December 2013 by developed by Runde, read by Wunderlin
  - a. December Revenue: \$69,510.51
  - b. December Expenses: \$64,052.37
  - c. Wunderlin noted that the airport invested in many improvements in 2013. Motion by Wunderlin to approve & pay bills for December 2013. Second by Stephens. Motion passed unanimously.
- V. Manager's Report: Jim Hughes noted December was a slow month. Work has been done on the main hanger, including installation of a seal on the door, roof repairs, addition of a second electrical meter, fuel shut off switch relocated, and credit card system relocation, and a security camera has been added to the interior of the hanger.
  - a. Operations: Hughes Aviation LLC submitted monthly report. This report included December 2013 flight operations, Fuel Sales, Current Fuel Inventory, and Year-to-Date Fuel Purchases, and spreadsheet detailing all hanger rental activities year-to-date. Hughes Aviation was on duty 226.5 hours in December 2013. Jim noted that Jeff Shea had 85.25 hours from Nov. 13 to Dec 31<sup>st</sup>. Jim also included the December 2012 Report for comparison.
    - i. Flight Operations: December 2013 was 231 flights. December 2012 was 544 flights.
    - ii. Fuel Sales MC/V: December 2013 was 424.31 gallons 100LL, 2051.41 gallons Jet-A. Fuel for the trainer airplane was 65.25 gallons.
    - iii. Fuel Purchases: There were no December 2013 inventory fuel purchases.

- b. Field Hanger Status (Jim Hughes)
  - i. Rental Status of all hangers: All are rented. The airport is collecting rent on 26 hangers.
  
- VI. Discussion of future reports from A & A Aviation LLC:
  - a. Alaine presented A&A Aviation's report showing 1) "Annual Inspections" by number per month for year 1, year 2 and projected, 2) "Hours Flown N6743J" by number per month for year 1, year 2, and projected, 3) "Total Instruction Hours at Flown" by number per month for year 1, year 2 and projected. Chairman Kloster noted that the commission is looking for any "gaps or valleys" in the data so the commission can access what can be done differently.
  - b. Alaine Olthafer noted that A&A does have students lined up for this spring.
  - c. Wunderlin noted that he consulted with City Attorney Brian McGraw, regarding the general scope of reports by contractors. Brian said that scope elements such as "number of inspections", and "advertising efforts" and "number of aircraft worked on" are reasonable scope items.
  - d. Wunderlin made a motion to request the A&A report be presented quarterly to the Commission. Second by White. Motion passed unanimously.
- VII. Adjourn: Motion by Wunderlin, Second by White, adjourned 6:23PM

**minutes submitted by Doug Stephens 2/05/2014**

**Platteville Community Safe Routes Committee**  
**Monday, January 20, 2014**  
**6:00 p.m.**  
**Platteville City Hall**  
**75 North Bonson Street, Platteville, Wisconsin**  
**G.A.R. Room**  
**MINUTES**

**Attendees:**

CSRC Members: Kristina Fields, Patrice Steiner, Lynn Verger, Tim Ingram, Maureen Vorwald, Cindy Tang

Staff: Howard Crofoot, Luke Peters, Joe Carroll

Guest: Bruce Kroll, Culvers Restaurant

I. Call to order 6:00 pm by Kristina

II. Approval of Minutes- November 18, 2013

- a. Motion to approve by Patrice, second by Lynn, motion passed unanimously.

III. Citizen Comments, Observations & Petitions

- a. Bruce Kroll, owner of the Platteville Culvers Restaurant, requests information on the required infrastructure improvements to the site plan from the Community Safe Routes Committee for the rebuilding of Culvers Restaurant.
- b. Joe Carroll stated that the City considers the reconstruction of the site as a redevelopment.
- c. Howard stated that the City of Platteville/ Wisconsin DNR requires a redevelopment to provide the removal of 40% suspended solids from stormwater.
  - i) The City of Platteville Chapter 22 - Zoning - Updated 6/5/13; Section 22.06 SPECIFIC STANDARDS:
    - (1) (H) Natural Resources Protection. Each project shall meet the erosion control and storm water management standards of the City of Platteville and the Wisconsin Department of Natural Resources. Maintenance of any storm water detention or conveyance features are solely borne by the developer and/or owner unless dedicated to, and accepted by, the City.
- d. The City of Platteville Zoning Ordinance allows sidewalks/paths to be installed by the property developer/property owner.
  - i) The City of Platteville Chapter 22 - Zoning - Updated 6/5/13; Section 22.06 SPECIFIC STANDARDS:
    - (1) (I) Sidewalks and Bike Paths. (1) Each project shall include the installation of sidewalks within the public right-of-way along the frontage of the property, which shall be installed by and at the expense of the developer/property owner. The Council may waive this requirement if it is determined the sidewalks are not necessary to serve pedestrian traffic, or connecting sidewalks are not present or

planned for on the adjacent properties. If sidewalks are not required to be installed as part of the project, the City maintains the right to construct sidewalks at a future date and assess the owner(s) of the adjacent land for the costs thereof.

- e. The group discussed the possibility of providing a graded area for a future trail or sidewalk within City right of way, which is currently also being used for stormwater storage. In the future, when appropriate, the City could request that the property owner install the sidewalk/trail adjacent to their property at the property owner's expense.
- f. Bruce Kroll will work with his designers to look at the stormwater storage and sidewalk/trail graded area positioning possible for the redevelopment and bring a current plan to the February 17 CSRC meeting.

IV. Adjourn at 7:00 pm.

- a. Motion to adjourn by Tim, second by Patrice, motion passed unanimously.

Respectfully submitted by Kristina Fields

**MINUTES**  
**PLATTEVILLE HISTORIC PRESERVATION COMMISSION**

January 28, 2014 at 5:45 p.m.  
Council Chambers at City Hall

**MEMBERS PRESENT:** Ken Kilian, Troy Maggied, Arlene Siss

**ALTERNATE MEMBERS PRESENT:** Tammy Black

**MEMBERS ABSENT:**

**MEMBERS EXCUSED:** Robin Cline

**STAFF PRESENT:** Joe Carroll, Ric Riniker

**OTHERS PRESENT:** Jack Luedtke

**APPROVAL OF MINUTES**

January 14, 2014: Motion by Maggied to approve the minutes. Second by Black. Motion approved.

**EXPO 2014**

Siss and Kilian have been contacting vendors and speakers, which includes representatives from the State Historical Society. They are also working on a gathering after the Expo on March 8<sup>th</sup> at 5:00 at the Badger Bar. They will have an author speaking about the history of taverns in Wisconsin. Diane Clark will also provide a history of the Badger Bar. The dinner is set for March 7<sup>th</sup> at Trinity Episcopal Church, which will include a speaker at 7:30. Items are needed for the silent auction. There was a discussion regarding setting up for the Expo and the dinner.

**SIGN GUIDELINES/STANDARDS**

Maggied and Black provided written comments regarding the draft copy. Kilian will provide his in a few days. Carroll will revise the draft based on the comments.

**ANNOUNCEMENTS**

Wunderlin sent an email regarding her stepping down from the Commission due to work conflicts.

Motion by Maggied to adjourn. Second by Black. Motion approved.

Submitted by Joe Carroll

**WATER & SEWER COMMISSION MINUTES**  
**Monday, January 13<sup>th</sup>, 2014**  
**4:00 P.M.**

President Mark Meyers called the Regular Meeting of the City of Platteville Water and Sewer Commission to order on Monday, January 13<sup>th</sup>, 2014, at 4:00 p.m. in the Council Chambers of the Municipal Building.

The following members were present: Patrice Steiner, Caroline Kroll, Ken Kilian, Mark Meyers, Peter Davis and Dick Bonin. City Staff also present include: DPW Howard Crofoot, Utility Superintendent Irv Lupee and Finance Director Valerie Martin.

The Consent Calendar was presented for consideration. **Motion by Kilian and seconded by Davis to approve the Consent Calendar as presented:** December 9, 2013 Minutes, December Financial Report, December Bank Reconciliation and Investments Report, Payment of Bills (December 6-January 9) and December Water Quality Report. Sarah Fosbinder was present as this time. **Motion carried.**

**Items of Discussion:**

Martin discussed the 2013 Water and Sewer bill adjustment information. These adjustments only include adjustments provided for leaks. For 2013, 64 bills were adjusted for a total revenue loss of \$4,724.37.

Martin also discussed the 2013 Disconnects monthly breakdown. In 2013, 4,987 disconnection notices were sent out to customers; however, only 185 customers were actually disconnected.

Martin provided the Commission with a breakdown of the W & S Department's outstanding loans. There are currently six loans outstanding totaling (with principal and interest) \$20,703,057.46.

Crofoot discussed the project plans for the construction continuation of Broadway Street. He provided a scaled map of the street to show the Commission what water and sewer mains are going to be replaced. Crofoot said construction is to begin upon ground thaw.

**Motion made by Bonin and seconded by Steiner to adjourn. Motion carried.** Meeting adjourned at 4:33 p.m.

Respectfully Submitted:

Valerie Martin  
Finance Director





BUILDING PERMITS - 2014

#	NAME	ADDRESS	CLASS	VALUE	REVIEW	BUILDING	SEAL	PLB	ELECT	HVAC	SIGN	RAZING	OCCY	EROSION/ IMPACT/MOVE	DATE	WORK_DONE
1	THOMAS REEDED JR	375 GRANDVIEW LN	434	\$175,564.00		\$321.28		\$271.28	\$246.28	\$271.28					01/02/14	ADDITION & REMODEL
2	RUF HOUSING LLC	150 MARKET ST	437	\$27,181.00		\$98.00									01/02/14	REPLACE ROOF STRUCTURE
3	KELLY INGERSOLL	60/70 BROADWAY ST	434	\$2,500.00		\$25.00									01/02/14	REPLACE DOOR & TIN
4	J-SQUARED CONSTR	715 SICKLE ST	434	\$6,000.00		\$50.00									01/02/14	FINISH STORAGE AREA
5	KGG HOLDINGS, INC	147 KEYSTONE PKWY	002	\$15,000.00						\$150.00					01/07/14	HVAC FOR BUILDOUT
6	JOE LOMAX	485 N FOURTH ST	436	\$3,000.00		\$25.00									01/08/14	GARAGE ADDITION
7	JAMES & JOSEPH WEBER	395 N WATER ST	434	\$5,000.00		\$25.00			\$25.00						01/08/14	REWIRE/INSUL/SHEETROCK
8	ANN BRODIE	610 UNION ST	434	\$3,540.00		\$25.00				\$25.00					01/08/14	INSUL & FURNACE
9	BARB BRUNTON	330 N FOURTH ST	434	\$4,731.00		\$25.00		\$25.00		\$25.00					01/08/14	INSUL/FURNACE/WTR HTR
10	BLUWATER LLC	550 W CEDAR ST	434	\$4,100.00		\$25.00									01/09/14	REROOF
11	JIM & KAREN SCHNELLER	620 RIDGE AVE	434	\$6,000.00		\$50.00									01/15/14	FENCE
12	TRI-STATE PROPERTIES	375 E BUS HWY 151	005	\$0.00								\$50.00			01/21/14	RAZE BUILDING
13	MELVIN AQUIRRE	890 HATHAWAY ST	434	\$3,000.00		\$25.00									01/22/14	REPAIR DECK
14	WASHBURN LLC	155 WASHINGTON ST	434	\$2,000.00		\$25.00									01/22/14	BUILD 2 CLOSETS
15	LISLE FINANCIAL	185 W PINE ST	437	\$113,900.00		\$294.00		\$40.00	\$220.00	\$50.00					01/23/14	REMODEL MAIN LEVEL
16	BEVERLY DUNBAR	425 PITT ST	434	\$13,000.00		\$50.00		\$25.00							01/23/14	INTERIOR REMODEL
17	ELIZABETH STRYCKER	945 E MADISON ST	434	\$3,947.00		\$25.00		\$25.00		\$25.00					01/28/14	INSUL/FURNACE/WTR HTR
18	BRIAN & BARBARA OKEY	970 N ELM ST	434	\$5,000.00		\$25.00									01/28/14	REROOF
19	ADAM KLAAS	580 N WATER ST	434	\$1,000.00		\$25.00									01/28/14	DRIVEWAY
	JANUARY TOTALS (CITY)			\$394,463.00	\$0.00	\$1,138.28	\$0.00	\$386.28	\$491.28	\$546.28	\$0.00	\$50.00	\$0.00	\$0.00		
	JANUARY TOTALS (E-T)			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	2014 YEAR-TO-DATE TOTALS (CITY & E-T)			\$394,463.00	\$0.00	\$1,138.28	\$0.00	\$386.28	\$491.28	\$546.28	\$0.00	\$50.00	\$0.00	\$0.00		

**DEPARTMENT**

**PROGRESS**

**REPORTS**

**City of Platteville**  
**DEPARTMENT PROGRESS REPORT**  
**Director of Administration**

**February 14, 2014**

**ACCOMPLISHMENTS**

- Tax Settlement with Grant County Treasurer
- Quarterly and Annual Room Tax Report
- Filed Annual Federal 1098 and 1099 Tax Reports
- Received Loan Money for 2014
- Processed City Council Minutes and W&S Commission Minutes
- Processed Health Insurance Claims and Flex Reimbursements
- Processed Workers Compensation Claims
- Prepared Ordinance & Resolutions, and Published as Required
- Processed City and W&S Payrolls and Payments of Bills
- Cemetery Lot Sales and Burials Processed
- Attended Numerous Meetings

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- File Annual Federal W-2 Tax Report
- Water & Sewer 2013 Audit
- Workers Compensation Audit
- Tax Exempt Properties Report
- Reconcile 2013 Cemetery Reports
- Reconcile 2013 DOD and WHNCP Financial Reports
- Reconcile 2013 Airport Financial Report
- Work on 2013 Infrastructure and Fixed Assets
- Process Payrolls and Payments of Bills
- Continue Personal Property Taxes Collection Process
- Attend Meetings as Scheduled

**PUBLIC INFORMATIONAL ITEMS**

- W&S Information on City website
- Primary election on February 18, 2014 to reduce the Alderperson At Large candidates to two.
- April 1, 2014 – Spring Election
- See Attached 4<sup>th</sup> Quarter and Annual Room Tax Report
- See Attached Tax Collections Comparison Report (Last Three Years)

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- N/A

**COMMITTEE REPORT**

- N/A

## SUMMARY OF ROOM TAX COLLECTIONS:

(Past 8 Years)

<u>YEAR</u>	<u>QUARTER</u>	<u>CITY</u>	<u>TOURISM COMM</u>	<u>MOTEL ADM</u>	<u>TOTAL</u>
2013	1ST QTR.	\$ 3,840.60	\$ 9,601.96	\$ 274.52	\$ 13,717.08
	2ND QTR.	\$ 6,467.78	\$ 16,169.20	\$ 461.88	\$ 23,098.86
	3RD QTR.	\$ 7,241.08	\$ 18,103.40	\$ 517.52	\$ 25,862.00
	4TH QTR.	\$ 5,486.27	\$ 13,714.70	\$ 391.46	\$ 19,592.43
		\$ 23,035.73	\$ 57,589.26	\$ 1,645.38	\$ 82,270.37
2012	1ST QTR.	\$ 3,841.94	\$ 9,605.00	\$ 274.26	\$ 13,721.20
	2ND QTR.	\$ 6,510.98	\$ 16,277.80	\$ 464.71	\$ 23,253.49
	3RD QTR.	\$ 7,009.28	\$ 17,521.87	\$ 500.09	\$ 25,031.24
	4TH QTR.	\$ 4,747.81	\$ 11,869.53	\$ 339.32	\$ 16,956.66
		\$ 22,110.01	\$ 55,274.20	\$ 1,578.38	\$ 78,962.59
2011	1ST QTR.	\$ 3,687.31	\$ 9,218.16	\$ 263.48	\$ 13,168.95
	2ND QTR.	\$ 5,683.27	\$ 14,208.19	\$ 405.95	\$ 20,297.41
	3RD QTR.	\$ 6,881.72	\$ 17,204.40	\$ 491.68	\$ 24,577.80
	4TH QTR.	\$ 4,671.27	\$ 11,678.17	\$ 333.38	\$ 16,682.82
		\$ 20,923.57	\$ 52,308.92	\$ 1,494.49	\$ 74,726.98
2010	1ST QTR.	\$ 3,602.98	\$ 9,007.44	\$ 257.35	\$ 12,867.77
	2ND QTR.	\$ 6,235.68	\$ 15,589.19	\$ 445.40	\$ 22,270.27
	3RD QTR.	\$ 7,507.33	\$ 18,768.33	\$ 536.24	\$ 26,811.90
	4TH QTR.	\$ 5,401.57	\$ 13,503.93	\$ 385.83	\$ 19,291.33
		\$ 22,747.56	\$ 56,868.89	\$ 1,624.82	\$ 81,241.27
2009	1ST QTR.	\$ 3,880.76	\$ 9,701.91	\$ 277.20	\$ 13,859.87
	2ND QTR.	\$ 5,846.58	\$ 14,616.48	\$ 417.62	\$ 20,880.68
	3RD QTR.	\$ 7,161.58	\$ 17,903.92	\$ 511.56	\$ 25,577.06
	4TH QTR.	\$ 5,443.45	\$ 13,608.66	\$ 388.83	\$ 19,440.94
		\$ 22,332.37	\$ 55,830.97	\$ 1,595.21	\$ 79,758.55
2008	1ST QTR.	\$ 4,285.80	\$ 10,714.51	\$ 306.12	\$ 15,306.43
	2ND QTR.	\$ 6,274.92	\$ 15,687.30	\$ 448.21	\$ 22,410.43
	3RD QTR.	\$ 8,275.48	\$ 20,688.69	\$ 591.10	\$ 29,555.27
	4TH QTR.	\$ 5,509.84	\$ 13,774.55	\$ 393.56	\$ 19,677.95
		\$ 24,346.04	\$ 60,865.05	\$ 1,738.99	\$ 86,950.08
2007	1ST QTR.	\$ 3,933.22	\$ 9,833.06	\$ 280.94	\$ 14,047.22
	2ND QTR.	\$ 6,240.35	\$ 15,600.87	\$ 445.73	\$ 22,286.95
	3RD QTR.	\$ 7,392.51	\$ 18,481.28	\$ 528.03	\$ 26,401.82
	4TH QTR.	\$ 6,136.48	\$ 15,341.20	\$ 438.32	\$ 21,916.00
		\$ 23,702.56	\$ 59,256.41	\$ 1,693.02	\$ 84,651.99
2006	1ST QTR.	\$ 4,886.34	\$ 12,215.85	\$ 349.03	\$ 17,451.22
	2ND QTR.	\$ 5,824.24	\$ 14,560.61	\$ 416.02	\$ 20,800.87
	3RD QTR.	\$ 6,134.73	\$ 15,336.81	\$ 438.20	\$ 21,909.74
	4TH QTR.	\$ 4,833.37	\$ 12,083.44	\$ 345.24	\$ 17,262.05
		\$ 21,678.68	\$ 54,196.71	\$ 1,548.49	\$ 77,423.88

4TH QUARTER 2013  
CITY OF PLATTEVILLE ROOM TAX

TOTAL RECEIPTS	\$	527,944.26	
LESS EXEMPT RECEIPTS	\$	<u>38,123.40</u>	
TAXABLE RECEIPTS	\$	489,820.86	
ROOM TAX RATE (4%)		<u>X 4%</u>	
TOTAL ROOM TAX	\$	19,592.43	
2% MOTEL ADMINISTRATIVE FEE	\$	391.46	
28% CITY OF PLATTEVILLE PORTION	\$	5,486.27	
70% VISITOR & TOURISM PROMOTION COMMISSION (PAY PLATTEVILLE CHAMBER OF COMMERCE)	\$	<u>13,714.70</u>	
TOTAL ROOM TAX	\$	19,592.43	

ACCOUNT #56600.650

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JANUARY 1, 2013 - DECEMBER 31, 2013  
CITY OF PLATTEVILLE ROOM TAX

TOTAL RECEIPTS	\$	2,279,711.95	
LESS EXEMPT RECEIPTS	\$	<u>222,940.43</u>	
TAXABLE RECEIPTS	\$	2,056,771.52	
ROOM TAX RATE (4%)		<u>X 4%</u>	
TOTAL ROOM TAX	\$	82,270.37	
2% MOTEL ADMINISTRATIVE FEE	\$	1,645.38	
28% CITY OF PLATTEVILLE PORTION	\$	23,035.73	
70% VISITOR & TOURISM PROMOTION COMMISSION	\$	<u>57,589.26</u>	
TOTAL ROOM TAX	\$	82,270.37	

JANUARY 1, 2012 - DECEMBER 31, 2012  
CITY OF PLATTEVILLE ROOM TAX

TOTAL RECEIPTS	\$	2,162,533.83	
LESS EXEMPT RECEIPTS	\$	<u>188,480.65</u>	
TAXABLE RECEIPTS	\$	1,974,053.18	
ROOM TAX RATE (4%)		<u>X 4%</u>	
TOTAL ROOM TAX	\$	78,962.59	
2% MOTEL ADMINISTRATIVE FEE	\$	1,578.38	
28% CITY OF PLATTEVILLE PORTION	\$	22,110.01	
70% VISITOR & TOURISM PROMOTION COMMISSION	\$	<u>55,274.20</u>	
TOTAL ROOM TAX	\$	78,962.59	

PROPERTY TAX COLLECTION COMPARISONS

	2013	2013	2012	2012	2011	2011
Real Estate Taxes Collected	\$ 8,802,520.93	71.12%	\$ 8,517,599.54	70.70%	\$ 8,563,460.79	70.78%
Real Estate Taxes Postponed	\$ 3,141,999.28	25.38%	\$ 3,140,974.61	26.07%	\$ 3,137,451.00	25.93%
Real Estate Taxes Delinquent	\$ <u>432,943.06</u>	<u>3.50%</u>	\$ <u>388,397.94</u>	<u>3.22%</u>	\$ <u>397,689.20</u>	<u>3.29%</u>
Total Real Estate Taxes	\$ 12,377,463.27	100.00%	\$ 12,046,972.09	100.00%	\$ 12,098,600.99	100.00%
Personal Property Taxes Collected	\$ 330,941.52	95.38%	\$ 378,784.47	97.30%	\$ 420,159.46	94.42%
Personal Property Taxes Postponed	\$ 138.31	0.04%	\$ -	0.00%	\$ 1,446.92	0.33%
Personal Property Taxes Delinquent	\$ <u>15,898.54</u>	<u>4.58%</u>	\$ <u>10,515.35</u>	<u>2.70%</u>	\$ <u>23,395.67</u>	<u>5.26%</u>
Total Personal Property Taxes	\$ 346,978.37	100.00%	\$ 389,299.82	100.00%	\$ 445,002.05	100.00%

**CITY OF PLATTEVILLE**

**DEPARTMENT PROGRESS REPORT**

**CITY ATTORNEY**

**Week Ending: February 21, 2014**

**ACCOMPLISHMENTS**

- Conferred with police officers on pending cases
- Conferred with police command staff on pending cases
- Conferred with several Department Heads and City Manager on various matters
- Continued to process cases set for trial in February, March and April, 2014
- Continued to monitor TID #5 DWD Prevailing Wage litigation
- Continued to monitor Kallembach Rental Code litigation. Conferred with City Manager and Attorney Pelletier regarding obtaining Sheriff's Deeds for lots, title issues, possible relocation issues for tenants, if any, and process to be followed. Tentative schedule is to present this for Council discussion on April 8, 2014 and action on April 22, 2014 if the properties are not redeemed by April 15, 2014.
- Researched criteria for plat review and approval in the ET District
- Attended February 11, 2014 Council meeting
- Conferred with Council President on employee residency requirements
- Conferred with Terry Beebe on acquisition of lot in Industry Park by TJT Properties, LLC
- Drafted collection letter – delinquent crop land lease payment at Municipal Airport
- Attended three Court trials on February 14, 2014
- Reviewed Vacant Land Offer to Purchase for storm water detention pond – Harms property and conferred with Staff

**MAJOR OBJECTIVES FOR THE COMING MONTH**

Attend Council meetings as needed

**PUBLIC INFORMATION ITEMS**

None

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

None

**COMMITTEE REPORT**

N/A

**City of Platteville  
DEPARTMENT PROGRESS REPORT**

**City Manager**

**February 5, 2014 - February 18, 2014**

**ACCOMPLISHMENTS**

- Advised City of Mineral Point City Council member on Economic Development
- Completed two more department head evaluations.
- Had a UNITE community meeting to solve community problems
- Regular staff and department head meetings.
- Met with Second Street property owners.
- Attended WEDA's Governors Conference on Economic Development
- Met with Lancaster representatives to work on a grant to pay for a Fiber Connection from Platteville to Lancaster.

**MAJOR OBJECTIVES FOR THE COMING MONTH.**

- Work on 2011 Downtown Development Plan.
- Finish the final remaining Department Head evaluation.
- Transition City Email to Microsoft 365 cloud email service.
- Work on 2014-2016 Staffing Plan.

**PUBLIC INFORMATION ITEMS**

- N/A

**THINGS THAT NEED CITY COUNCIL ATTENTION**

- City Council may desire to review the 2011 Downtown Development Plan and revisit action taken by City Council on 4/17/12 removing projects from consideration.
- State Residency Law's impact on Platteville policies and handbook.
- Should the City contract with hospital or build new EMS facility (Goal #2)?

**REPORT OF PUBLIC CONCERN**

- Concern expressed regarding the closure of Second Street.



**DEPARTMENT PROGRESS REPORT**  
**Community Planning & Development**



**Week Ending: February 21, 2014**

**ACCOMPLISHMENTS**

- Continued working on the proposed design standards for signage in historic districts.
- Worked on a revision to the rental license fees and the rental inspection contract.
- Worked on modifications to the zoning ordinance regarding building height and building setbacks.

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Finish the proposed zoning code amendments regarding building height and building setback.
- Continue work on an updated fee schedule for the rental inspection and licensing program.
- Continue working with the Historic Preservation Commission regarding design standards for signage in the downtown historic district.
- Work on a grant to assist with the Chicago's Best redevelopment.
- Work with Culver's on their redevelopment project.
- Research potential changes to the subdivision ordinance.

**PUBLIC INFORMATION ITEMS**

- A public hearing regarding amendments to the zoning ordinance will be held on March 11<sup>th</sup> at 7:00 p.m. The proposed changes will modify the minimum building setback distances and maximum building height requirements in the zoning districts.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- None

**OTHER INFORMATION**

- None

**City of Platteville**

**DEPARTMENT PROGRESS REPORT**

**Brian M Allen, EMS Administrator  
Platteville Emergency Medical Service**

**Period ending: 18 February 2014**

**ACCOMPLISHMENTS**

- Ambulance calls for February – 63 (as of 02/17)
- ALS Ambulance calls for February – 22 (as of 02/17)
- Meeting with Tri-State Dialysis
- Meeting with City Manager
- New Credit Card Processor
- Project Pulse Meeting
- Finalizing HIPAA revisions
- Met with EMT students
- Ambulance calls/assist

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Continued AEMT level success and Quality Assurance/Quality Improvement

**PUBLIC INFORMATION ITEMS**

- EMS calls for 2013 – 149 (as of 02/17)
  - ALS level calls – 47 (as of 02/17)
- EMS Calls for 2014 – 155 (as of 02/17)
  - ALS level calls – 43 (as of 02/17)

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

**COMMITTEE REPORT**

**PLATTEVILLE PUBLIC LIBRARY**  
**DIRECTOR'S REPORT FOR JANUARY / FEBRUARY 2014**

**VALIDATIONS**

Staff and patrons alike welcomed Deb Burkholder back to work on January 29<sup>th</sup>. She will work part time as she eases back into rotation. Janet Johnson, who has been working Deb's weekend days will stay on board until Deb returns to full-time work. Thanks to Lisa Millsap who carried on Deb's outreach duties in her absence.

The ladies on the staff were featured in the **She 2014** edition of the *Platteville Journal* (January 29, 2014.) There is a photo of most of us on the cover and the ad in the section features 9 of the 10 ladies who have contributed over 200 years of experience as library staff

Enormous thanks to Shawn Steinhoff who spent many hours looking at our HVAC system and at the schematics to help determine the issues surrounding the lack of heat in the library. He provided a direction for resolving various issues.

**BUILDING & GROUNDS**

The new coat hooks were mounted to the wall in the meeting room so patrons, once again, have a place to hang coats, hats, scarves, etc. This installation gives us a little more room in the space for chairs.

The library was closed at 5pm on Monday, January 6<sup>th</sup> because of furnace issues. After a few weeks working in temperatures in the 50s, we have identified and corrected most of the problems. The igniter on one of the boilers was faulty and had to be replaced. There are a number of service needs that need to be resolved in order to get on track, but at least they have been identified. I purchased 4 space heaters to place throughout the library. That equipment helped to keep the air warm, especially on the days with extreme temperatures and wind chill. There is still more work to be done with online AutomatedLogic system, which is the program that helps us identify problems with the HVAC. We may need to consider upgrading the program, but the upgrade is expensive, so I am working with Luke K. and a variety of people to determine the best way to update.

**INCIDENTS**

There were two incidents in the library that required reports. Copies of them are provided in your packet for your information.

**TECHNOLOGY**

The City of Platteville has hired a team from CompuNet, Inc. to work on a number of technological issues. The team will be working on the overall network structure and email, but right now this work will not involve us. Technicians will work on platteville.org issues first. Luke will be informed on all aspects of the work, and when necessary, be available for input as it affects library technology.

As part of his goals for this year, Luke is working on quotes for the purchase of a new server. He is also investigating how to put shared library files on the staff iPads and also create access to Illuminar.

Rich Peitte from Automated Logic will meet with me on Monday, February 3<sup>rd</sup> to review the online WebCtrl site currently on administrative PCs. Luke has set up an external IP address for this software so the program is accessible remotely and can be managed. We are on version 3.0 which is very old. Luke and I will investigate a possible update to a newer version. The newest version available is 6.0. Also, 4 new ZN551 serving AHUs are needed to replace the outdated legacy U control boards and a new ARCnet communication wire will be required for any upgrade.

## **PROGRAMMING**

### **Children's Services (Erin Isabell, Holly Feuling, Lydia Sigwarth)**

#### January 2014

Early release movie matinee- 1/8 - 28

Preschool sock hop- 1/18 - 8

Family movie night- 1/20 - 18

Block party- 1/25 - 22

January 15- Holly/webinar- "Tech services for target audiences" & Erin/webinar- "Unprogramming"

January 15- Erin- met with bookseller from Gumdrop books

January 22- Erin webinar- "Rethinking SLP"

January 29- Holly webinar- "Fizz, boom, read"

Holly also attended a Webinar: Wild Winter Web Conference / How do libraries determine what part of their community to target for new services? And then how do you move them forward?

#### December 2013

Daycare outreach- (6 sessions) 45

School visit- Dec. 6- 22

Peca Winter program- Dec. 10- 11

Early release movie- Dec. 11- 21

Preschool sock hop- Dec. 14- 4

Block party- Dec. 28- 10

Noon Year's Eve party- Dec. 31- 8

Erin went to Fennimore for SLP workshop- Dec. 5

### **Adult/Young Adult (Karina Zidon / Nancy Sagehorn)**

Nick Schreck from Madison is going to do three presentations at the library over 2014 about retirement topics. The first one is Feb 3 at 5:30 and is called **Getting to Know Medicare**. The programs are strictly informational/educational. People can register but don't have to.

1/7/2014	OverDrive workshop: 9 adults
1/8/2014	OverDrive workshop: 2 adults
1/13/2014	Make it Monday: window stars: 9 adults, 1 teen
1/17/2014	Walking for fitness: 1 adult
1/20/2014	Movie - Smurfs 2: 5 adults, 14 children
1/27/2014	Movie - Red 2: 6 adults
12/3/2013	Mail merge labels: 9 adults
12/4/2013	Mail merge labels: 4 adults
12/10/2013	Greeting cards with Publisher: 6 adults
12/11/2013	Greeting cards with Publisher: 8 adults
12/16/2013	Movie: Mortal Instruments: 1 adult
12/17/2013	PowerPoint Photo Show: 7 adults
12/18/2013	PowerPoint Photo Show: 2 adults
12/20/2013	Walking for fitness: 1 adult

## **Adult/Outreach Services (Carolyn Schuler for Deb Burkholder) - December**

- Deb's Bookclub January – 11 members discussed The Longest Road
- Deb's Bookclub - 9 members discussed Rules of Civility (December)
- (2) 50 item collections were delivered to senior facilities

### **GENERAL NOTES**

The library has been selected to pilot test The Wisconsin Department of Natural Resources' nature backpack project. The goal of the project is to assess the response of families, day care providers and youth group leaders who use the pack to get outdoors and explore nature with children. The library was chosen from a group of over 150 that showed interest in the backpack project. One pack will be pilot tested in each of the library systems in the state and will remain the property of the libraries selected. The backpacks will be distributed to us through the Department of Public Instruction near the end of February, 2014. This pilot project is funded through a grant from the Wisconsin Environmental Education Foundation.

At the in-service day, held on January 23<sup>rd</sup>, the staff worked on clarifying procedures, updating brochures and flyers, and clearing out files, both online and in drawers. Goals for the staff were also discussed and assignments made to individuals to work on specific projects. The March in-service will concentrate on preferences for a new library.

Library Legislative Day will be Tuesday, February 11<sup>th</sup> in Madison. Grant county directors will visit our representatives to present this year's agenda. Advocacy topics for 2014 include:

- Library collaboration to support education, employment and economic development
- Sufficient, coordinated and affordable library Internet access and networking capacity
- Library partnerships for early childhood literacy
- Continued support for BadgerLink and other library services through the Universal Service Fund

Pages for each of the advocacy issues will be available at the meeting for those interested in more detail. An address by State Superintendent of Public Instruction, Tony Evers, kicks off the morning program at 8 AM, followed by remarks by 34<sup>th</sup> Assembly District Representative Rob Swearingen (R-Rhineland) who chairs the *Rural Schools Task Force*, and 32<sup>nd</sup> District Senator Jennifer Shilling (D-La Crosse) who is a member of the legislature's Joint Committee on Finance. A Briefing Session by WLA and WEMTA lobbyists will begin at 9 am followed by scheduled appointments with our representatives.

Annual Report: The 2013 Annual Report in your packet has been completed, sent to the system for review and is ready for your approval at the meeting. There were a number of changes to the format and the manner in which statistics are computed, so it took extra effort from Dept. Heads to supply the adjusted numbers. If all is in order, signed copies will be sent to the state, system and the City of Platteville. After the 2013 bills yet to be approved are factored into the final 2013 financials, we will have used \$610,061 of our total city and county revenue of \$664,207 which translated to underspending by 0.92%.

The Children's Services Department has reduced the outreach service to area daycare facilities for 2014. Staff is shifting the focus to collection development to meet requests for common core activity and literacy initiatives, and the reorganization of materials and weeding. Children's Services staff members also need time to plan for a possible move. As library usage continues to increase, we need to have staff available to meet the needs of all library users in the children's department.

## ILLUSTRATIVE MEETINGS

December 3-6, 2013	Interviews to hire temporary sub for Outreach services
December 5	Larry Bierke
December 10	Common Council
December 11	Department Heads
December 12	SWLS, all-day strategic planning meeting
December 16	External Services meeting
December 17	Dubuque, library visits
December 17	Grant County Directors
December 17	Conducted Deb's Bookclub meeting
December 18	Angie Wright
December 23-January 7	VACATION
January 8, 2014	SWLS CEU Review
January 8	WISCAT Webinar
January 14	Common Council
January 15	Department Heads
January 20	External Services meeting
January 24	Prepared & submitted an article for the next City newsletter
January 28	Mike Mael, AutomatedLogic
January 20-31	Annual report
February 3	Rich Peitte, AutomatedLogic Mary Miller

City of Platteville  
DEPARTMENT PROGRESS REPORT  
(Museum Director)

02/04/14 through 02/17/14

ACCOMPLISHMENT

Working on taking down the RJM Classic Toy Train Exhibit with volunteers

Volunteers worked with the museum to staff the second weekend of the Classic Toy Train Exhibit.

Finished the draft of the 2013 Annual Report for Museum board consideration

Snow removal

MAJOR OBJECTIVES FOR THE COMING MONTH

Take down the Toy Train Exhibit

Work on collection storage in the Rollo Jamison Museum

Prepare for the RJM Winter Lyceum

Interview applicants for the Rountree Gallery Director position

Interior maintenance projects

PUBLIC INFORMATION ITEMS

The Classic Toy Train Exhibit at the Rollo Jamison Museum will be open Feb. 8-9 from 10-4. There will be exhibits with classic toy trains and two 8' x 28' operating layouts with Lionel Standard and O gauge trains, Bridges, tunnels and buildings. Reproduction classic tin-type engines, cars and accessories, and a floor train play area for kids. You can bring your O gauge engine to run on the museum's layout.

**City of Platteville**

**DEPARTMENT PROGRESS REPORT**

**Police Department**

**Week Ending: Saturday, February 15, 2014**

**ACCOMPLISHMENTS**

- Officer Tony Vander Velden is taking part in his Field Training.
- Progress continues to be made towards implementation of our new record management system and we have a “go-live” date February 27<sup>th</sup>.

**MAJOR OBJECTIVES FOR THE COMING MONTH.**

- Begin planning a process for establishing an eligibility pool for new police officers.
- Implement the Talon Incident Management System (TIMS)
- Assist with a heroin presentation on Feb. 18<sup>th</sup>.

**PUBLIC INFORMATION ITEMS**

- A heroin awareness presentation is scheduled for Tuesday, Feb. 18<sup>th</sup> at 7:00 p.m. at the Platteville High School Auditorium. This event is hosted by S.A.F.E. Grant Co. Coalition, the Grant Co. Sheriff’s Office and the Platteville Police Department.
- Community members are encouraged to sign up for text alerts from the PD via the Nixle system.
- Dog licenses for residents who own dogs are only available for purchase at the Platteville Police Dept.
- Winter parking regulations are in effect and being enforced.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- Consideration of an ordinance to adopt Wis. Statutes-Unlawful Use of Computerized Communications Systems and Harassment

**COMMITTEE REPORT**

- A PFC meeting was held on Feb. 4th, 2014 at the Platteville Police Department. The meeting minutes from the January meeting were approved at the Feb. 4, 2014 meeting and they have been posted on the website.



**City of Platteville**

**DEPARTMENT PROGRESS REPORT**

**Department of Public Works  
Howard B. Crofoot, P.E.**

**Period Ending: February 18, 2014**

**ACCOMPLISHMENTS**

- Street Department managed snow storms
- Water & Sewer Utility thawed numerous frozen water service lines
- Broadway Project bids have been received

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Continue work on GIS project
- Complete designs on other 2014 projects

**PUBLIC INFORMATION ITEMS**

- Broadway project bid opening was on February 18. Item will be for Information/Discussion on February 25 and Action on March 11.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- Broadway project will be for Information/Discussion on February 25 and Action on March 11. Recommend award to McGuire, Inc from Monroe, WI. Staff Note gives suggestions due to the project being over budget.
- Weed & Grass Mowing Contract for Information/Discussion on February 25 and Action on March 11.
- Request official Motion to maintain the extended hours for the Shared Ride Taxi on Thursday – Saturday nights to 3 AM the following morning.

**COMMITTEE REPORT**

- **Community Safe Routes Committee (CRSC):** The last meeting was on February 17, 2014. Discussed Culver's redevelopment and recommend approval of waiving the sidewalk requirement with the conditions that the developer grade the area for a future sidewalk and that the developer pay for installation at the City's request. Next meeting on March 17, 2014.
- **Park, Forestry & Recreation Committee (PFR):** The last meeting was on January 20, 2014. The February 17, 2014 meeting was cancelled due to lack of quorum/weather. There are 6 of 7 members appointed. We had 2 absent and would have required all 4 other members to show up. The weather made it difficult for some to make it. We hope to schedule a Special Meeting on February 24, 2014. Next Regular meeting on March 17, 2014.
- **Water & Sewer Commission:** See minutes.

Project Update

02/18/2014

**Pool Boiler:** Work is complete. We are holding retainage until boiler startup in May.

**Pool Joint Repair & VFD Pumps:** This project will repair the construction/expansion joints in the pool bottom and replace pumps with Variable Frequency Drive (VFD) pumps to save energy. We received a grant (written by Luke Peters) to install the energy saving pumps.

**Broadway:** 2013 work is complete. We are holding a small amount to ensure the grass grows in the spring. The project is out for bids. Bids were opened on February 18, 2014 with Award on March 11, 2014. The Staff Fiscal Note gives the details.

**Water Street:** DOT sent the questionnaires to property owners. The DOT will schedule the contractor to come back in the spring of 2014 to repair lawn areas.

**Wal-Mart Bike Path:** This is a 2014 project to connect the existing bike path at Keystone Parkway behind Wal-Mart to Progressive Parkway in front of Wal-Mart. The path will be on an easement along the lot line between Wal-Mart and Menards. It is in the design phase.

**Industry Park Expansion:** This is a 2014 project to use TIF 4 funding as match for grants to do some infrastructure work in the new 39 acre Industry Park Expansion area formerly owned by Rosemeyer. TIF 4 funding will close in November 2014. This is in the planning stage. We are in the process of purchasing additional land for stormwater pond expansion.

**Elm Street Lift Station & Force Main:** This is a Water & Sewer project to rehabilitate the pumps & electrical systems for the Lift Station at the corner of North Elm Street and West Golf Drive. It will also look at rehab or replacement of the force main (pressure pipe) that goes from the lift station to the gravity sewer line on Ridge Avenue. This is in design.

**City of Platteville**

**DEPARTMENT PROGRESS REPORT**

**Luke Peters  
Recreation Coordinator**

**Week Ending: February 18, 2014**

**ACCOMPLISHMENTS**

- Held the 2<sup>nd</sup> Annual Snowball Softball Tournament
- Information for the City Newsletter was sent to Woodward Communications, Inc
- Met with Jamie Collins from Southwest Health to discuss future opportunities to collaborate together
- Continued to work on the grant application for the Dubuque Racing Association
- Established a weekly phone conference with CompuNet to discuss IT issues
- Collecting a list of third-party web based applications for CompuNet
- Wrote two staff notes on endowment funds for inclusion in the Council Packet
- Sent an updated golf program proposal to the new golf professional at the Platteville Golf & Country Club

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Present City of Platteville Parks Endowment Fund to the Common Council
- Transport shelving from theater to external storage facilities
- Continue to organize and take inventory of external storage facilities
- Complete and submit the Baseball Tomorrow Fund grant
- Complete Playful City USA application

**PUBLIC INFORMATION ITEMS**

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

**COMITTEE REPORTS**

- **Community Safe Routes Committee (CSRC):** Please see Director of Public Works report. Next meeting is Monday, March 17, 2014.
- **Parks, Forestry & Recreation Committee:** The regular meeting of The Committee was canceled and rescheduled for Monday, February 24, 2014.
-

**City of Platteville**  
**DEPARTMENT PROGRESS REPORT**  
**Senior Center**

**Week Ending: February 15, 2014**

**ACCOMPLISHMENTS**

- Reading Club 2/5
- Senior Bingo 2/5
- Began working with intern student, Whitney Wadman, in our exercise program – 2/10
- Rehabilitative Care Seminar, Angie Donovan & Julie Skubal – Manor Care 2/11
- Music with the Art Evans Trio 2/14
- Pizza Party & Euchre 2/15 – 51 people served, 40 people played Euchre
- Meetings: Department Head 2/12, Senior Citizens Association 2/14
- Regular Activities: Music w/Vera 2/5, 2/12, Exercise Classes, Bridge/Smear, Euchre, 500/Solo, Cribbage, Sheepshad

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Resolution of Bus Issues - ongoing
- SC Policy Development – ongoing
- Meal Site transition to new manager

**PUBLIC INFORMATION ITEMS**

- Sick of winter yet? How about a tropical vacation at the Senior Center! Wear a tropical print shirt or bright colors and join the party. Wednesday, February 26<sup>th</sup> beginning at 11am. Call the meal site to reserve a meal 348-8042 or the center for more information.
- We would like to congratulate Mary Miller, Meal Site manager, who is retiring at the end of February. She has been a vital part of the center for over 20 years! Happy Retirement, Mary! We will miss you.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

**COMMITTEE REPORT**

The Commission on Aging (COA) was formed by resolution of the Common Council. The Commission's function is to determine the needs of Platteville senior citizens, to create community awareness of these needs, and to develop resources and services to meet these needs. This is accomplished by working with other area agencies and organizations.

Next meeting will be held on February 21, 2014 at the Platteville Senior Center @ 9am. Approved meeting minutes are available at [www.platteville.org/commissiononaging](http://www.platteville.org/commissiononaging) .

**City of Platteville**  
**STAFF REPORT AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original <input type="checkbox"/> Update	
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**Title:** Sidewalk Waiver: Culver’s Restaurant – 375 E. Business Highway 151

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

The property in question is located along the south side of Business Highway 151 near the intersection with Virgin Avenue. The applicant is working on plans to construct a new Culver’s Restaurant on the property.

Section 22.061 of the Zoning Ordinance requires the installation of sidewalks along the frontage of the property if sidewalks are not present. Currently, there are no sidewalks present along the street frontage for this property, so the code states that sidewalk should be installed as part of this development. However, the ordinance also states that “The Council may waive this requirement if it is determined the sidewalks are not necessary to serve pedestrian traffic, or connecting sidewalks are not present or planned for on adjacent properties. If sidewalks are not required to be installed as part of the project, the City maintains the right to construct sidewalks at a future date and assess the owner(s) of the adjacent land for the costs thereof.” There is a sidewalk present on the other side of Business Highway 151 between Virgin Avenue and Ellen Street, and along the west side of Virgin Avenue. There are no connecting sidewalks along Business Highway 151 on either side of this property.

The situation is more complicated in this case since the proposed stormwater management system for the proposed Culver’s redevelopment utilizes the grass swale which is located between the parking lot and the highway. This is the same location where the sidewalk would be located.

**Recommendation:**

The Community Safe Routes Committee reviewed the sidewalk waiver request at their January 20<sup>th</sup> meeting. They tabled the item until more information can be provided regarding the stormwater management system.

**Impact Of Adopting Proposal:**

Approval will allow a modification to the sidewalk requirement.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

This request should have no fiscal impact.

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By:**

**Department:** Community Planning & Development  
**Prepared By:** Joe Carroll

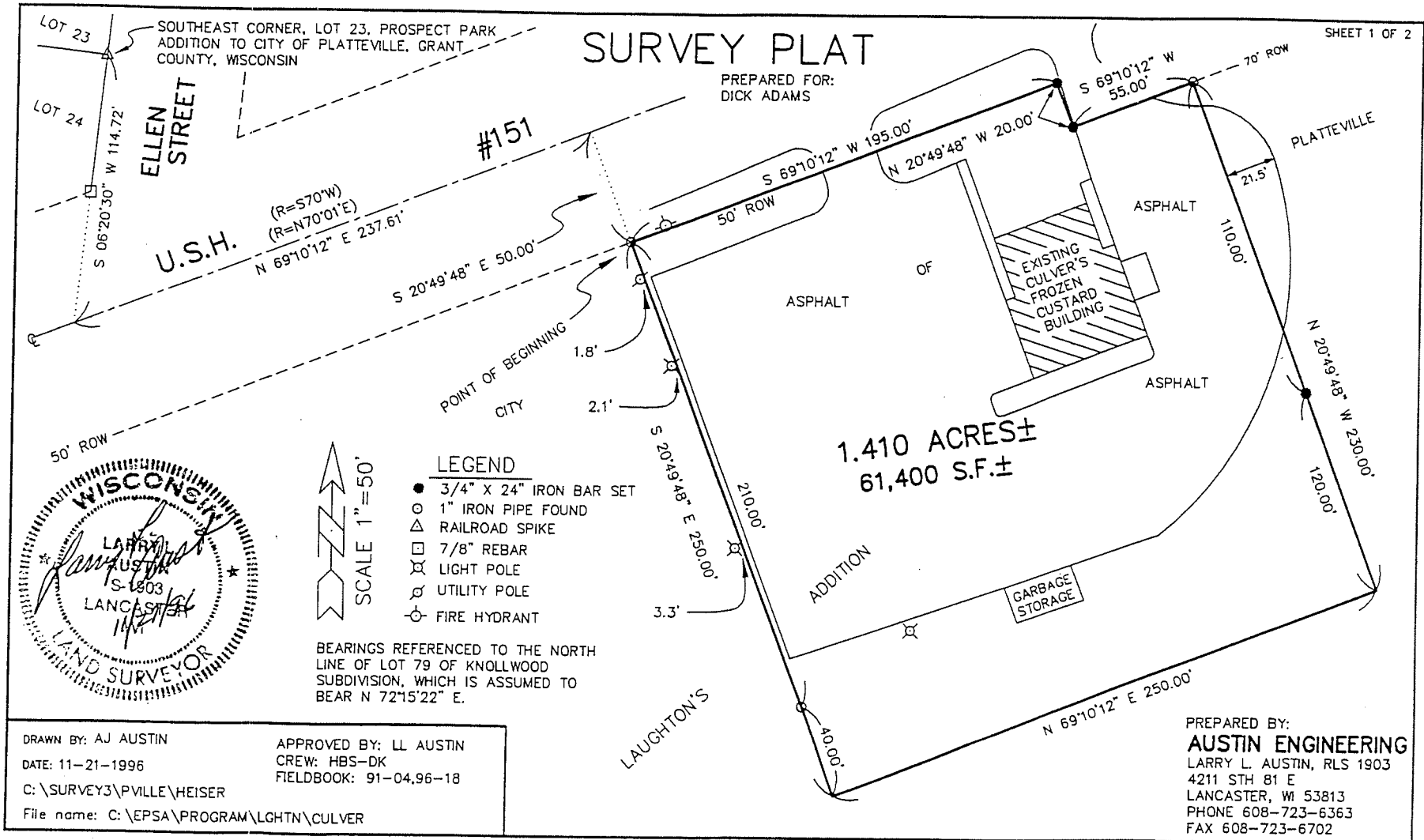
**Date:** January 21, 2014



# SURVEY PLAT

PREPARED FOR:  
DICK ADAMS

SHEET 1 OF 2



EXISTING

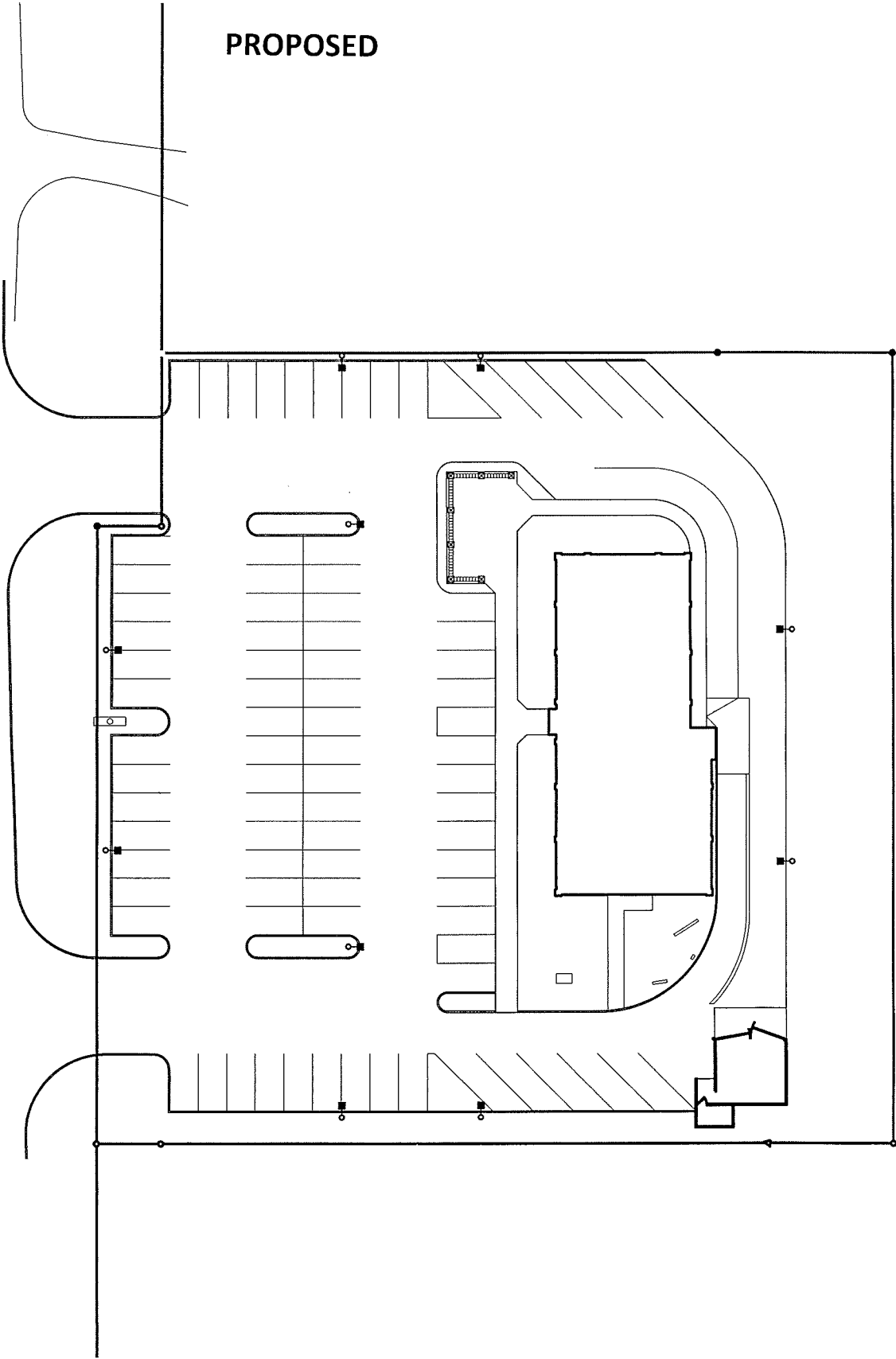
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DATE: 11-21-1996  
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File name: C:\EPSA\PROGRAM\LGHTN\CULVER

APPROVED BY: LL AUSTIN  
CREW: HBS-DK  
FIELDBOOK: 91-04.96-18

PREPARED BY:  
**AUSTIN ENGINEERING**  
LARRY L. AUSTIN, RLS 1903  
4211 STH 81 E  
LANCASTER, WI 53813  
PHONE 608-723-6363  
FAX 608-723-6702

PROPOSED

BUSINESS HWY 151





apply to utilities running from the utility easement or street right-of-way to structures and to utilities supplying service between structures.

- (H) Natural Resources Protection. Each project shall meet the erosion control and storm water management standards of the City of Platteville and the Wisconsin Department of Natural Resources. Maintenance of any storm water detention or conveyance features are solely borne by the developer and/or owner unless dedicated to, and accepted by, the City.



- (I) Sidewalks and Bike Paths. (1) Each project shall include the installation of sidewalks within the public right-of-way along the frontage of the property, which shall be installed by and at the expense of the developer/property owner. The Council may waive this requirement if it is determined the sidewalks are not necessary to serve pedestrian traffic, or connecting sidewalks are not present or planned for on the adjacent properties. If sidewalks are not required to be installed as part of the project, the City maintains the right to construct sidewalks at a future date and assess the owner(s) of the adjacent land for the costs thereof.

- (2) Bike paths may be required to be installed on the property as part of a Conditional Use Permit approval. If installation of bike paths is required, the developer shall grant to the City such easements as would be reasonably necessary to allow construction and use of the bike path, and pay for the costs of installation according to specifications required by the City.

- (J) Vacation and Maintenance of Buildings. As part of the Conditional Use Permit approval for a Large Commercial Development, the developer may be required to enter into an agreement with the City that would require action to minimize the negative impacts that may come from vacating an existing building located in the City, or vacating the proposed development at a future date. Such agreement may include, but not be limited to the following requirements:

- (1) Marketing the existing or new building. If a developer chooses to vacate an existing building and property located in the City and/or a new building, the developer agrees to cooperate with the City, the Platteville Area Industrial Development Corporation ("PAIDC"), Grant County Economic Development Corporation ("GCEDC") and the Platteville Area Chamber of Commerce (the "Chamber") in marketing the building, as appropriate, including but not limited to preparing and distributing marketing material for the same and marketing to local and national retailers and commercial developers.

- (a) The developer agrees to provide periodic written reports to the City regarding the status of the marketing of the property upon written request by the City.
- (b) The developer may divide or reconfigure the property, as appropriate, to accommodate an adaptive re-use, in order to meet the needs of



**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE REVISING SECTION 41.05 WISCONSIN STATUTES  
ADOPTED – ADDING SECTIONS 947.0125 UNLAWFUL USE OF  
COMPUTERIZED COMMUNICATION SYSTEMS AND 947.013 HARASSMENT**

The Common Council of the City of Platteville, Wisconsin do ordain as follows:

Section 1. Section 41.05 Wisconsin Statutes Adopted is hereby revised to adopt by reference Wis. Stat. Section 947.0125 Unlawful Use of Computerized Communication Systems and Wis. Stat. Section 947.013 Harassment, to be numbered as subsections (46) and (47) respectively of Section 41.05, with each Wisconsin Statute adopted thereafter, beginning with 947.015 Bomb Scares, being renumbered (48) – (55) accordingly.

Section 2. All other provisions of Chapter 41 shall remain in full force and effect unless specifically modified herein.

Section 3. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Approved and adopted by the Common Council of the City of Platteville on a vote of \_\_\_ to \_\_\_ this 25<sup>th</sup> day of February, 2014.

CITY OF PLATTEVILLE

By: Eileen Nickels, Council President

Attest:

\_\_\_\_\_  
Jan Martin, City Clerk

Published:

**City of Platteville  
STAFF REPORT AND  
FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update
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**Title: City Attorney Contract**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

The Platteville City Attorney is a contracted position. The existing contract is up in April of 2014. The City needs to consider the attached contract renewing the relationship.

The only change to the contract is that after 6 years, the cost of legal services is increasing by \$25 per hour from \$125 to \$150.

**Recommendation:**

Staff recommends a motion to approve the attached contract with Attorney McGraw.

**Impact Of Adopting Proposal:**

By approving the attached contract, the City of Platteville will continue to employ Mr. McGraw's legal firm as the Platteville City Attorney.


**Fiscal Estimate:**

<p><b><u>Fiscal Effect (check/circle all that apply)</u></b></p> <p><input checked="" type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input type="checkbox"/> Decreases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Decreases fund balance - \$150,000.</p>	<p><b><u>Budget Effect:</u></b></p> <p><input type="checkbox"/> Expenditure authorized in budget</p> <p><input checked="" type="checkbox"/> No change to budget required</p> <p><input type="checkbox"/> Expenditure not authorized in budget</p> <p><input type="checkbox"/> Budget amendment required</p>
	<p><b><u>Vote Required:</u></b></p> <p><input checked="" type="checkbox"/> Majority</p> <p><input type="checkbox"/> Two-Thirds</p>

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By**

<p>Department: City Manager.</p> <p>Prepared By: Larry Bierke</p>	 <p>Date: 02.11.14</p>
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## CITY ATTORNEY CONTRACT

This agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 2014, between the City of Platteville, Grant County, Wisconsin, hereinafter referred to as "City" and Brian C. McGraw, hereinafter referred to as "Attorney".

1. Attorney will supply the City with all necessary legal services as an officer of the City with duties defined according to Wisconsin Statutes 62.09(12) and 62.115, for a two year term of office, commencing May 1, 2014 and ending April 30, 2016. Attorney shall furnish all services normally associated with the functions of a City Attorney as set forth in the job description for the City Attorney position.
2. The parties understand and agree that the Attorney is an independent contractor who also maintains a separate law practice, and whose work tasks are not directed by a City official. Supervision of the performance of the contract or scope of services shall be by the City Manager. Failure to perform under the terms of the Contract may be the basis for termination of services after consultation and an opportunity for Attorney to perform according to the terms and scope of services.
3. The City will provide no conference or training funds for the Attorney. The City shall provide no clerical assistance for the Attorney without prior authorization from the City Manager on a case by case basis at a rate to be agreed to by the parties.
4. Attorney shall be an affirmative action and equal opportunity employer and comply with the policy of the City, State of Wisconsin and the United States to insure equal opportunity without regard to age, race, creed or religion, color, handicap, sex, marital status, national origin or ancestry, political affiliation, arrest or conviction record, or sexual orientation.
5. City agrees to pay Attorney compensation at the rate of \$150.00 per hour. Rates of compensation may be altered by mutual agreement between the City and the Attorney. Changes in compensation must be approved by motion of the Common Council and formal amendment of this agreement. City understands that the minimum billing per transaction or work done by Attorney is six minutes (on the basis of one-tenth an hour (.10) with billing done on six minute increments).
6. Attorney agrees to itemize City's monthly statements as to services provided on behalf of the City, with maximum itemization of services provided, including itemization of travel time, with billings sent out on a monthly basis. Travel time shall not be charged to attend regular meetings of the Common Council or Police and Fire Commission, nor shall Attorney be reimbursed for mileage for same.

7. City shall reimburse Attorney for expenses and disbursements incurred by Attorney in the performance of his duties as City Attorney. Such expenses shall include, but not be limited to, mileage expenses at the applicable IRS rate, long distance telephone charges at \$1.00 per call, copying expenses, abstracting costs, sheriff's fees, subpoena fees, court costs and any other expenses and disbursements customarily incurred in the rendition of legal services.
8. The term of this agreement expires on April 30, 2016. Notwithstanding the above, City or Attorney may terminate this agreement with at least ninety (90) days notice of City's or Attorney's intent to terminate this agreement for any reason.
9. City and Attorney acknowledge that City retains special counsel for labor issues and the issuance of bonds. City and Attorney agree that such services shall continue to be rendered outside the scope of this contract. City reserves the right to retain other special counsel in other areas or when Attorney is unwilling to or unable to render the services requested ethically or economically.

CITY ATTORNEY,

CITY OF PLATTEVILLE,

\_\_\_\_\_  
By: Brian C. McGraw, City Attorney

\_\_\_\_\_  
By: Lawrence Bierke, City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Jan Martin, City Clerk

**City of Platteville  
STAFF REPORT AND FISCAL NOTE**

Original       Update

**Title:**  
City of Platteville Parks Endowment Fund

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

City staff have worked with the Community Foundation of Southern Wisconsin, Inc. to draft a Designated Charitable Fund Agreement to establish the City of Platteville Parks Endowment Fund. Money donated to the Fund will be invested by the Community Foundation for both income and growth. A portion of the earnings will be made available each year to the City to maintain, improve, or expand parks, trails, and other recreational facilities and programs, located in Platteville, WI. This terminology was chosen as to not restrict the Funds usage long term.

**Recommendation:**

City staff is recommending the establishment of the City of Platteville Parks Endowment Fund though the Community Foundation of Southern Wisconsin, Inc. including an initial transfer of \$10,000 from the Carmen A.J. Beining Trust into the Fund. As matching funds are received additional money from the Carmen A.J. Beining Trust will be transferred into the Fund up to \$44,303.33.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Decreases fund balance – General Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

Because this money is invested for income and growth we project annual distributions to be made from the Community Foundation of Southern Wisconsin, Inc to the City of Platteville.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required _____				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
<b>Totals</b>								

**Prepared By:**

Department: Administration

Prepared By: Luke R. Peters

Date: February 13, 2014

## Designated Charitable Fund Agreement

I/We, the City of Platteville, (the Donor/s),  
Irrevocably give and transfer to  
the **Community Foundation of Southern Wisconsin, Inc.**, a public charitable nonprofit  
Wisconsin Corporation ("the Community Foundation")

\$ \_\_\_\_\_ Cash

to establish the **City of Platteville Parks Endowment Fund**

to be used as follows:

For charitable projects and programs serving Platteville, Wisconsin (see attached Schedule B).

This contribution, and all additions, shall be credited to the **City of Platteville Parks Endowment Fund** (the "Fund") which shall be maintained, administered, and distributed in such a manner as is consistent with the Community Foundation's status as an organization exempt from federal income taxes under Section 501(c)(3) and 170(b) of the Code.

All assets of the Fund shall be the assets of the Community Foundation and not a separate trust. The Fund shall be held and administered subject to the provisions of the Community Foundation's Articles of Incorporation and Bylaws as presently in effect or as each may from time to time be amended, including those provisions which may permit the Board of Directors to amend, modify or vary any of the purposes, directions, restrictions or conditions set forth in this Agreement.

Grant distribution shall be in accordance with the Community Foundation's spending policy as in effect from time to time.

The effective date of this gift shall be the date that this document, signed by the Donor and control of the contribution is received and accepted by the Community Foundation.

Signature of Donor: \_\_\_\_\_

Address of Donor:

Date signed: \_\_\_\_\_

### Acceptance

The Community Foundation accepts this gift and the purposes for which it is made.

Community Foundation of Southern Wisconsin, Inc.

By: \_\_\_\_\_ Date signed: \_\_\_\_\_

Board approved



## **Schedule B**

(description of restrictions by DONOR)

### **Purpose**

The primary purpose of this fund is to maintain, improve, and/or expand City of Platteville parks, trails, and other recreational facilities and programs, located in Platteville, Wisconsin.

### **Distributions**

Annually, the Community Foundation of Southern Wisconsin shall provide a grant to the City of Platteville exclusively for charitable purposes and to support projects (proposed by City of Platteville employee/s most responsible for parks and recreation) that address maintenance, improvement and/or expansion of the parks, trails and other recreational facilities operated by the City of Platteville.

All distributions from this Fund shall be designated: "from the **City of Platteville Parks Endowment Fund**, a component of the Community Foundation of Southern Wisconsin, Inc."

It is the Donor's intent that the Fund will become a permanent endowment with a minimum balance of \$10,000 reached by December 31, 2016. Grants will not be awarded until the Fund has reached the \$10,000 minimum balance. If the minimum is not reached, the assets of the Fund shall be transferred to the Platteville Community Fund endowment.

Grant distribution shall be in accordance with the Community Foundation's spending policy as in effect from time to time.

### **Fees**

The Fund shall be charged the standard administrative and investment management fees being charged by the Foundation at the time the fee is assessed. At present, the administrative fee is 1.25% per annum of the fair market value of the Fund. Twenty-five percent of the annual fee is charged quarterly based on the Fund's average market value using 12 trailing quarters. Funds are allocated proportionate investment management fees relative to the percent of the fund balance to the investment pool. The investment management fees are charged on a monthly basis based on agreements with the Foundation's investment managers.

**City of Platteville  
STAFF REPORT AND FISCAL  
NOTE**

Original       Update

**Title: Task Force Recommendations for Improvements to City Hall Building**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

The City Hall Task Force appointed on August 13, 2013 by the City Council President has submitted a final report for City Council formal approval. This report incorporates feedback from the January 14, 2014 work session with the Council regarding improvements to the existing City Hall building.

Please note the following City Code:

**3.42 LIMITATION ON COUNCIL AUTHORITY TO MAKE EXPENDITURES.** The Common Council of the City of Platteville shall not authorize or approve any contracts, relating to or for the construction of any public building where the total cost of the project exceeds \$1,000,000, and would result in an increase in real property taxes, unless the project is first submitted to a vote of the electors in a non-binding, advisory referendum. A majority of the members of the Council voting at a regular or special meeting may waive this requirement with respect to a specific project. This ordinance shall not be construed to require a referendum for contracts let to define the scope or space needs of a project, provide initial cost estimates, or produce preliminary design documents or concepts.

**Recommendation:**

Staff recommends approval of the February 25, 2014 Task Force Recommendations for Improvements to the City Hall Building as submitted to the Platteville Common Council.

**Impact Of Adopting Proposal:**

An architectural firm will be hired to develop building plans for State approvals.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required					
Account Number				Account Name		Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object						
<b>Totals</b>									

**Prepared By:**

Department: City Manager

Prepared By: Jane Leighty, Assistant to City Manager

Date: 2.17.14



*City of Platteville*

# Task Force Recommendations for Improvements to the City Hall Building

Submitted to the Platteville Common Council  
February 25, 2014

**City Hall Task Force:**

Paul Budden  
Kay Helker  
Troy Maggied - Chair  
Eileen Nickels  
Milt Rewey  
Cheryl Schmieder  
Barb Stockhausen – Secretary  
Geri Zauche

**City of Platteville Assistance Provided by:**

Dan Allen  
Larry Bierke  
Howard Crofoot  
Jan Martin

**City of Platteville Common Council:**

Dick Bonin  
Barb Daus  
Mike Denn  
Ken Kilian  
Eileen Nickels – President  
Patrice Steiner  
Barb Stockhausen

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## SCOPE OF WORK

The City Hall Task Force (hereafter "Task Force") was created by the Platteville Common Council on August 13, 2013. Having unanimously decided earlier that year to remain in City Hall and not build a new facility, the Council directed the Council President to form a task force to make recommendations to the council for the improvement of the existing building.

The Task Force was to be comprised of city residents with experience that would assist in creating a conceptual plan to address the variety of concerns interior to the building. The expectations of the Task Force were as follows:

- Present a report with recommendations to the Common Council that will address the deficiencies of the current City Hall for City functions.
- Include recommendations for uses of the vacant spaces or underutilized areas of the building.
- Present the report to the Common Council by December 10, 2013.

## Planning Process

The Task Force's planning process was iterative, with subsequent steps being informed by previous work. For this reason, the initial deadline outlined in the Task Force's scope of work, December 10<sup>th</sup>, 2013, became less practicable as the planning process developed. Following consultation with the Council President and City Manager, the Task Force developed a revised timeline that would allow for a more comprehensive approach to their work. That planning process outlined below outlines this process.

### MEETING SCHEDULE AND AGENDA

#### September 4, 2013 – Kick-off Meeting

- Election of Chair and Secretary for the Task Force and brief discussion of procedural process.
- Review and discussion of past initiatives that have looked at City Hall from an engineering aspect.
- Public Works staff led the Task Force on a tour of City Hall and discussion of its history, past uses, and current challenges.
- Task Force Assignment – develop a list of questions for current City Hall Staff that can inform a staff survey. Come to the next meeting with these questions and prepare to develop the survey.

#### September 18, 2013

- Task force took a tour of Rountree Gallery and the Senior Center. These tours were important due to the desire by some community and Council members to incorporate one of these two facilities into vacant City Hall space.
- Review and discussion of the survey questions developed since the last meeting. The Task Force identified ten questions for distribution to City Hall staff (See Appendix A for a copy of the survey).
- Task Force Assignment – The Chair was assigned the role of compiling questions and creating a survey. He then sent it to the City Hall staff assigned to assist the Task Force who was responsible for distributing the survey and collecting results. Responses were due back by October 1<sup>st</sup>.

#### October 2, 2013

- All returned surveys were read and discussed. The return rate of surveys was 65% (11 of 17 returned).
- At this point, the Task Force decided that it would be beneficial to visit neighboring communities that had undergone similar projects in their communities. While these projects may not be identical in terms their scope, there was a general recognition that the City may learn from the overall planning effort of these communities. The Task Force agreed that site visits would be beneficial.
- Task Force Assignments – Task Force members were asked to review the City staff surveys in detail and identify general themes that would inform the planning process. Members were also asked to think about potential locations for site visits to discuss

similar projects in neighboring communities, and who those communities may assist the process.

#### October 16, 2013

- The Task Force identified three neighboring communities that had undergone renovation or reuse projects on their public facilities. These communities were Darlington, Lancaster, and Mineral Point.
- Members discussed what questions should be asked during these site visits. A list of questions was developed so that the facilities could be reviewed consistently (See Appendix B for this list of questions).
- Task Force Assignment – The group was divided into three teams that volunteered to visit the sites mentioned above. These site visits would occur between this meeting and the next.

#### November 6, 2013

- Members who visited the neighboring communities shared their experiences and conversations with the group. Copies of the questionnaires were distributed and themes from these visits were then distilled into recommended “best practices” that may guide the Platteville project.
- Using the information gained during the past several months’ planning, Task Force members, with assistance from key City Hall staff, devised three possible layouts for City Hall. These three alternatives took into account the past planning and engineering initiatives, the tours of City Hall and other facilities, recommendations of City Hall staff as identified in the surveys, and the three site visits.
- Task Force Assignment – The Chair was assigned the task of taking the three recommendations, outlined in marker and paper, and generate color visual layouts for future discussion. The Chair would schedule a meeting with City Hall Department Heads and gain their input into the three recommendations with the intent of reducing them to one final layout.

#### December 11, 2013

- With the assistance of several members of the Task Force, the Chair presented the three recommendations developed at the November 6 meeting to the department heads that work in City Hall. Two of the original recommendations were eliminated and the third was modified to include input from those present.
- Task Force Assignment – The Chair took the recommendations from the City Hall department heads and incorporated them into the existing layout to develop the final conceptual design. This work was in preparation for a formal presentation to the Common Council.

#### January 14, 2014

- The Task Force Chair presented the final Task Force recommendation to the Common Council. Along with the recommended building layout, the Chair also presented the Task Force’s findings on “best practices” and overall building considerations that were learned from the various site visits and overall planning process. Following positive discussion and feedback, the Common Council thanked the Task Force for their efforts and for presenting the conceptual layout that is included in this report.



- Task Force Assignment – A Final Report on the Task Force’s work and recommendations will be drafted, reviewed by the Task Force as a whole, and submitted to the Common Council for formal approval.

February 25, 2014

- The final Task Force Report will be presented to the Common Council for approval.

## BEST PRACTICES AND GENERAL BUILDING CONSIDERATIONS

During the planning process, several building-wide considerations were recommended to the Task Force by either City Hall employees or those communities that had undergone similar building projects in the past. These recommendations, while not specific, apply to the building as a whole and have been developed by those who occupy the building every day, as well as Platteville's neighbors whose experience in similar ventures can and should be looked to for guidance.

The existing structure is woefully unprepared to handle the modern demands of a technologically-savvy workforce or to take advantage of new developments in energy efficiency. Lastly, in order to serve the residents effectively and efficiently, and to provide a building that instills community pride and which will be a legacy for future generations, the Task Force recommends City leaders strongly consider inclusion of the following actions when developing a renovation plan for City Hall.

### ENERGY EFFICIENCY

Mechanical, Electrical, and Plumbing Systems – These systems constitute the lifeblood of any building, and as such should receive considerable attention during any renovation project. The existing systems are antiquated and inadequate to serve current and future needs. New mechanical systems are more efficient and utilize technology such as digital temperature controls that can make heating and cooling a building more efficient and responsive, as well as reduce labor required to manually operate these systems. Modern lighting systems such as low-voltage switching can also reduce energy consumption while providing the same level of light output.

The Task Force recommends that any proposed renovation project consider a building-wide modernization of these systems. Concern for capital improvement costs should be taken seriously, however to underfund heating, cooling, and related systems can result in greater long-term operational costs in energy bills and maintenance.

Building Enclosure – As important as the mechanical, electrical, and plumbing systems are in increasing energy efficiency, improvements in the buildings doors and windows are similarly critical. There are current complaints from City Hall staff of water entering the building at the front door during hard rains. This is one example of how pervious old buildings can become, and as a result how energy inefficient.

The Task Force recommends a close examination of all doors, windows, and other openings in the building envelope in order to ensure that the building's thermal envelope is as tightly sealed as possible. Cutting costs in this portion of a renovation project will save money in up-front capital costs, but could very well increase costs in the future.

## **TECHNOLOGY, SECURITY, AND ELECTRONIC STORAGE**

Information Systems Technology – The future of local government is ever more moving towards Lean Government initiatives that rely upon the speed and efficiency of electronic communication and file storage. Moreover, the future workforce will be attracted by the challenge of “doing more with less.” Delivery of City services around the country are moving towards smarter and leaner ways of doing business. In rural areas such as Platteville, this provides both opportunities and challenges. As mentioned above, the opportunities lie in greater efficiency of service delivery. Challenges, however, can be found in transitioning the existing workforce into these new systems as well as ensuring the City continue to provide communication and services to its residents who may not be willing or able to adapt to new technology.

In light of these opportunities, and despite these challenges, the Task Force recommends bringing the entire City Hall building up to modern standards of Information Technology. This can include the adoption of electronic file storage, greater communication by use of touch screen and other visual devices, and through greater use of interactive Geographic Information Systems technology. This modernization process, guided by engineers in discussion with City staff, will necessitate a dedicated “Technology Closet” to house equipment as well as a dedicated office for IT personnel. These spatial recommendations can be found on the recommended Building Use Plan at the end of this document.

Security – Another important, though unfortunate, element of modern public buildings is the need for increased security measures such as limited access points and times for the public, Closed-Circuit Television Cameras, and other devices to ensure public and staff safety.

The Task Force recommends that any building renovation project include a comprehensive security needs assessment performed with input from City police and County sheriff departments. Input from these law enforcement professionals will provide guidance that should ultimately be incorporated into the building renovation plans.

## **SIGNAGE, WAYFINDING, AND OVERALL BUILDING AESTHETICS**

Signage and Wayfinding – City government is, at its root, designed to provide services to the residents of the city and should therefore make service delivery as accessible and efficient as possible. This is accomplished externally via electronic communication and mail service, but it’s also done internally by keeping in mind the public’s need to navigate public buildings. Whether it’s to pay taxes or vote, members of the public will have need to visit City Hall, whether they want to or not. Ensuring they can get to their destination quickly, transact business effectively, and leave in a reasonable timeframe is an important component of efficient service delivery

For this reason, the Task Force recommends that the proposed building renovation make good use of interior and exterior signage, and to take all necessary measures to allow for the greatest efficiency in service delivery. This may require multiple entrances for different City Departments, such as a “Contractors” entrance by the Public Works department that is separate from the general entrance for those looking to pay utility bills. This also should include “Wayfinding” signage that informs visitors of the location of various departments, the Common

Council chambers, restrooms, and other important locations within the building. One example of a public building that makes good use of signage and wayfinding is the new Iowa County Health and Human Services building in Dodgeville.

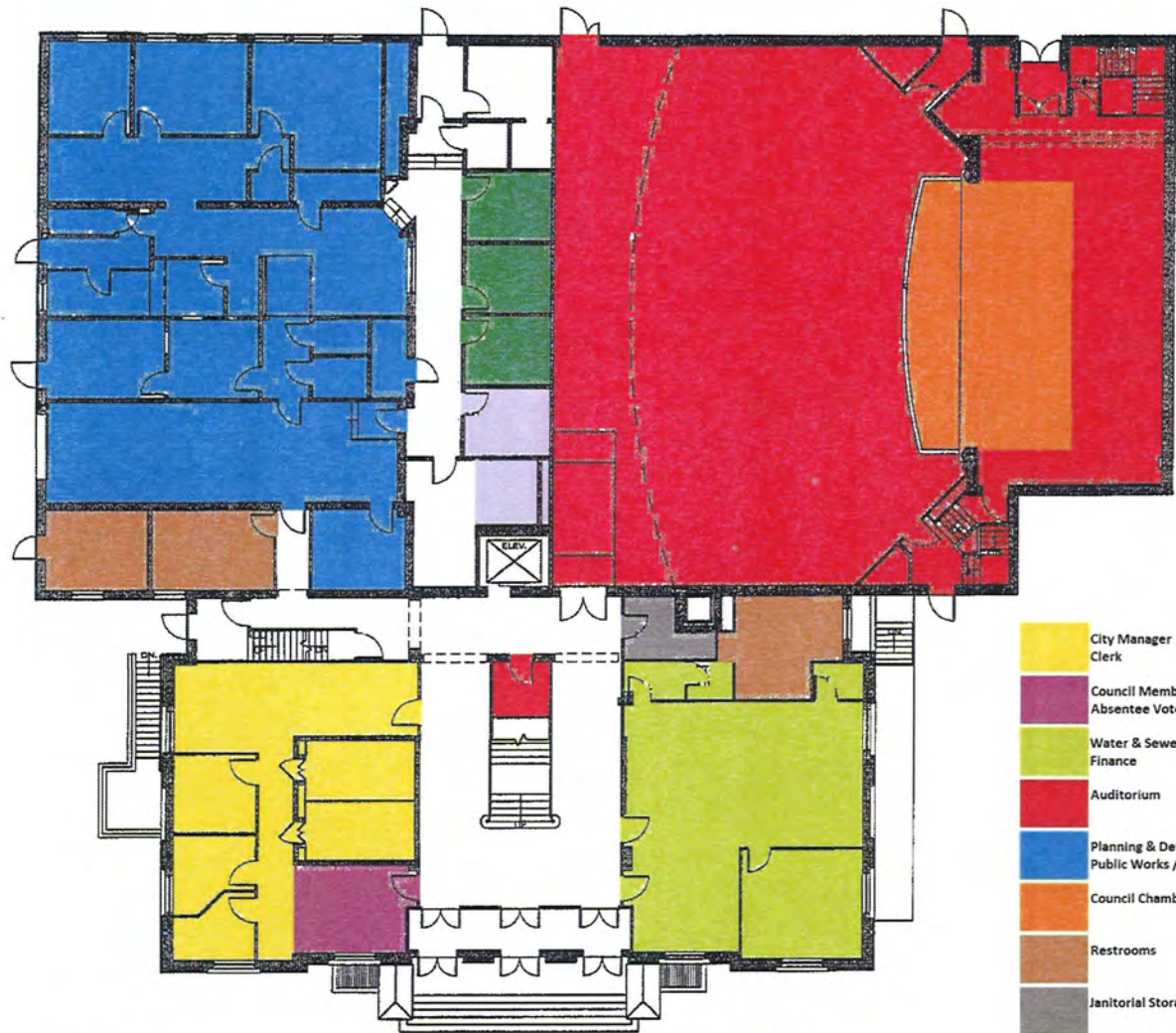
General Building Aesthetics – The current building is a patchwork of its historic original design and new construction methods. This is understandable in light of its history and the various small projects that have been undertaken to maintain it as a viable public building over time. However, surveys of City Hall show, and the general sentiment of the Task Force while working through the planning process can attest to, a building that is now in desperate need of beautification.

The Task Force recommends an overall aesthetic “facelift” of the building’s interior. This includes consistency in design as well as elimination of damaged ceiling tiles, peeling plaster, and other such deterioration. While the general theme of such a renovation (return to historic roots or modernize and update) is beyond the scope of the Task Force and better left to design professionals, it is our recommendation that the interior of the building in its current state creates neither a comfortable work environment nor a sense of community pride. For these reasons, City Hall should be renovated and beautified throughout.

## CITY HALL RENOVATION PLAN – RECOMMENDED USE LAYOUT

The following two pages provide Task Force's recommended building layout. As mentioned earlier in the report, this layout was arrived at through a review of past planning initiatives, interviews with City staff, and a review of similar projects in neighboring communities.

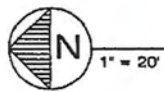
The proposed layout, as included in this report, was presented to the Platteville Common Council in session on January 14, 2014.



- City Manager  
Clerk
- Council Member Workplace  
Absentee Voter Room
- Water & Sewer  
Finance
- Auditorium
- Planning & Development / Housing  
Public Works / Recreation
- Council Chambers - Large Meeting Space
- Restrooms
- Janitorial Storage
- IT Closet / IT Office Space
- Break Room

**FIRST FLOOR PLAN**





## SECOND FLOOR PLAN





7. Does your operation have a need for special space to complete regular tasks (ex: auditorium, interview rooms, outdoor storage, and file storage)?
  
8. Please describe any special space issues of concerns of your department (vault, large processor, public or employee privacy spaces, etc.).
  
9. Please offer any additional comments that you feel are important regarding the functional space requirements of your department.
  
10. Appearance of City Hall – Exterior and Interior. How would you rate the appearance? What one, two, or three things would you like to see changed on appearance of City Hall?

Name (Optional) \_\_\_\_\_



7. Please provide a brief outline of the planning process for the building reuse. For example, were the decisions all made by elected officials, or were there others involved (ex. Consultants, citizen's committee, etc.)?
  
8. What advice would you provide to those who are going through a similar process?

OTHER INFORMATION:

GENERAL OBSERVATIONS:

**City of Platteville**  
**STAFF REPORT AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original <input type="checkbox"/> Update	
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**Title:**  
 Rental Inspection and Licensing Fees

**Policy Analysis Statement:**

Brief Description And Analysis Of Proposal:

Staff is proposing changes to the rental licensing fees to better reflect the amount of time that it takes to conduct the inspections, and to cover the cost of Staff time spent on the program.

City Staff currently spends an estimated 31 to 43 hours per month on the rental inspection and licensing program. This results in an annual cost to the City of somewhere in the range of \$11,360 to \$16,464. This cost is in addition to the fees that are paid to MV Services to conduct the inspections. The standard fee that a property owner would currently pay for a 3-year rental license is \$90. MV Services gets paid \$82 from this fee amount, and the City maintains the other \$8. Based on a 3-year average, the City collects around \$76,675 dollars in rental license fees and pays MV Services \$65,767, for a difference of \$10,908. This means that with an \$8 difference in the fees, the City is a little short on collecting enough revenue from the rental license fees to cover all the costs of the program. If it is desired that the rental license fees are adequate to cover all the program expenses, the difference between what the City collects in fees and what we pay MV Services in fees would need to be increased to somewhere in the range of \$9 to \$12.

The proposed rental license fee schedule (attached) has a sliding scale that is based on the housing unit type and the number of inspections required before the unit passes the inspection. For example, the cost of a Class A rental license for a 1-bedroom unit that is located in a 5-unit building, and that passes after one inspection would be \$65. If that same unit requires two inspections before it passes, the fee would be \$85. A 4-bedroom single-family house that passes after one inspection would have a fee of \$95 for a Class A license. This fee would increase to \$115 if two inspections are required.

The inspection fees that will be paid to MV Services, the rental inspection contractor, will also need to be amended accordingly. There is a proposed \$12 difference between the fees that the City collects and what MV Services gets paid for each unit type on the proposed schedule (attached), which is intended to cover the City's cost in operating the program.

The proposed licensing fees need to be approved by a resolution to amend the 2014 fee schedule (attached). The fees paid to MV Services are set by contract, so an amendment to those fees will need to be approved through a contract amendment (attached).

Recommendation:

Staff recommends approval of the proposed changes to the 2014 Fee Schedule regarding the rental license fees.

Staff also recommends approval of an amendment to the rental inspection contract with MV Services regarding the rental inspection fees.

Impact Of Adopting Proposal:

The impact of adopting the proposal will modify the rental inspection and licensing fees.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds





**City of Platteville**  
**Rental License Fee Schedule - 2014**



**LICENSE FEE IF UNIT PASSES AFTER 1 INSPECTION**

**Class A & A1 Units (3 year license)**

<u>Housing Unit Type</u>	<u>License Fee</u>
One Unit/Rooming House	\$ 75 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$ 70 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$ 65 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$ 60 per unit + \$5/sleeping room

Resulting Fee per Unit Type					
<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	
\$ 75	\$ 80	\$ 85	\$ 90	\$ 95	
\$ 70	\$ 75	\$ 80	\$ 85	\$ 90	
\$ 65	\$ 70	\$ 75	\$ 80	\$ 85	
\$ 60	\$ 65	\$ 70	\$ 75	\$ 80	

**Class B Units (1 year license)**

<u>Housing Unit Type</u>	<u>License Fee</u>
One Unit/Rooming House	\$ 55 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$ 50 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$ 45 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$ 40 per unit + \$5/sleeping room

Resulting Fee per Unit Type					
<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	
\$ 55	\$ 60	\$ 65	\$ 70	\$ 75	
\$ 50	\$ 55	\$ 60	\$ 65	\$ 70	
\$ 45	\$ 50	\$ 55	\$ 60	\$ 65	
\$ 40	\$ 45	\$ 50	\$ 55	\$ 60	

\* Rooming houses with more than 4 bedrooms will be charged \$5 per additional bedroom

**LICENSE FEE IF UNIT PASSES AFTER 2 INSPECTIONS**

**Class A & A1 Units (3 year license)**

<u>Housing Unit Type</u>	<u>License Fee</u>
One Unit/Rooming House	\$ 95 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$ 90 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$ 85 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$ 80 per unit + \$5/sleeping room

Resulting Fee per Unit Type					
<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	
\$ 95	\$ 100	\$ 105	\$ 110	\$ 115	
\$ 90	\$ 95	\$ 100	\$ 105	\$ 110	
\$ 85	\$ 90	\$ 95	\$ 100	\$ 105	
\$ 80	\$ 85	\$ 90	\$ 95	\$ 100	

**Class B Units (1 year license)**

<u>Housing Unit Type</u>	<u>License Fee</u>
One Unit/Rooming House	\$ 75 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$ 70 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$ 65 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$ 60 per unit + \$5/sleeping room

Resulting Fee per Unit Type					
<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	
\$ 75	\$ 80	\$ 85	\$ 90	\$ 95	
\$ 70	\$ 75	\$ 80	\$ 85	\$ 90	
\$ 65	\$ 70	\$ 75	\$ 80	\$ 85	
\$ 60	\$ 65	\$ 70	\$ 75	\$ 80	

\* Rooming houses with more than 4 bedrooms will be charged \$5 per additional bedroom

**ADDITIONAL FEES\*\***

<b>Re-inspection Fee</b> (if more than 2 inspections are needed)	\$ 45
<b>Late Fee</b> (if the license is paid for after the expiration of the previous license)	\$ 25
<b>Failure to Allow Inspection</b> (First Offense)	\$ 25
(Second Offense)	\$ 50
<b>License Transfer Fee</b> (to transfer the license to a new owner)	\$ 5

\*\* The above fees are added to the license fee.

# City of Platteville

## MV Services Payment Schedule - 2014



### INSPECTION FEE IF UNIT PASSES AFTER 1 INSPECTION

#### Class A & A1 Units (3 year license)

Housing Unit Type	Inspection Fee
One Unit/Rooming House	\$63 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$58 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$53 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$48 per unit + \$5/sleeping room

#### Resulting Fee per Unit Type

Efficiency	1 BR	2 BR	3 BR	4 BR
\$ 63	\$ 68	\$ 73	\$ 78	\$ 83
\$ 58	\$ 63	\$ 68	\$ 73	\$ 78
\$ 53	\$ 58	\$ 63	\$ 68	\$ 73
\$ 48	\$ 53	\$ 58	\$ 63	\$ 68

#### Class B Units (1 year license)

Housing Unit Type	Inspection Fee
One Unit/Rooming House	\$43 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$38 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$33 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$28 per unit + \$5/sleeping room

#### Resulting Fee per Unit Type

Efficiency	1 BR	2 BR	3 BR	4 BR
\$ 43	\$ 48	\$ 53	\$ 58	\$ 63
\$ 38	\$ 43	\$ 48	\$ 53	\$ 58
\$ 33	\$ 38	\$ 43	\$ 48	\$ 53
\$ 28	\$ 33	\$ 38	\$ 43	\$ 48

\* Rooming houses with more than 4 bedrooms will be charged \$5 per additional bedroom

### INSPECTION FEE IF UNIT PASSES AFTER 2 INSPECTIONS

#### Class A & A1 Units (3 year license)

Housing Unit Type	Inspection Fee
One Unit/Rooming House	\$83 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$78 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$73 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$68 per unit + \$5/sleeping room

#### Resulting Fee per Unit Type

Efficiency	1 BR	2 BR	3 BR	4 BR
\$ 83	\$ 88	\$ 93	\$ 98	\$ 103
\$ 78	\$ 83	\$ 88	\$ 93	\$ 98
\$ 73	\$ 78	\$ 83	\$ 88	\$ 93
\$ 68	\$ 73	\$ 78	\$ 83	\$ 88

#### Class B Units (1 year license)

Housing Unit Type	Inspection Fee
One Unit/Rooming House	\$63 per unit + \$5/sleeping room*
Unit in a 2-unit Bldg.	\$58 per unit + \$5/sleeping room
Unit in a 3 to 4 unit Bldg.	\$53 per unit + \$5/sleeping room
Unit in a 5+ unit Bldg.	\$48 per unit + \$5/sleeping room

#### Resulting Fee per Unit Type

Efficiency	1 BR	2 BR	3 BR	4 BR
\$ 63	\$ 68	\$ 73	\$ 78	\$ 83
\$ 58	\$ 63	\$ 68	\$ 73	\$ 78
\$ 53	\$ 58	\$ 63	\$ 68	\$ 73
\$ 48	\$ 53	\$ 58	\$ 63	\$ 68

\* Rooming houses with more than 4 bedrooms will be charged \$5 per additional bedroom

### ADDITIONAL FEES\*\*

Re-inspection Fee (if more than 2 inspections are needed)	\$ 40
Failure to Allow Inspection (First Offense)	\$ 25
(Second Offense)	\$ 50

Draft: 2/10/2014



## RESOLUTION 14-\_\_

### AMENDING THE 2014 FEE SCHEDULE – RENTAL LICENSES

WHEREAS, the City of Platteville approved the 2014 Fee Schedule on September 24, 2013; and

WHEREAS, during the ensuing 2014 budget process and at subsequent meetings, the Common Council discussed making changes to the rental license fees; and

WHEREAS, the Common Council hereby directs that the 2014 Fee Schedule be amended as follows:

#### RENTAL LICENSE FEE IF UNIT PASSES AFTER 1 INSPECTION

<b>Class A &amp; A1 Units (3 year license)</b>		Resulting Fee per Unit Type				
<u>Housing Type</u>	<u>License Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$75 /unit + \$5 /sleeping room*	\$75	\$80	\$85	\$90	\$95
Unit in a 2 unit Building	\$70 /unit + \$5 /sleeping room	\$70	\$75	\$80	\$85	\$90
Unit in a 3 to 4 unit Building	\$65 /unit + \$5 /sleeping room	\$65	\$70	\$75	\$80	\$85
Unit in a 5+ unit Building	\$60 /unit + \$5 /sleeping room	\$60	\$65	\$70	\$75	\$80
<b>Class B Unit (1 year license)</b>						
<u>Housing Type</u>	<u>License Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$55 /unit + \$5 /sleeping room*	\$55	\$60	\$65	\$70	\$75
Unit in a 2 unit Building	\$50 /unit + \$5 /sleeping room	\$50	\$55	\$60	\$65	\$70
Unit in a 3 to 4 unit Building	\$45 /unit + \$5 /sleeping room	\$45	\$50	\$55	\$60	\$65
Unit in a 5+ unit Building	\$40 /unit + \$5 /sleeping room	\$40	\$45	\$50	\$55	\$60

#### RENTAL LICENSE FEE IF UNIT PASSES AFTER 2 INSPECTIONS

<b>Class A &amp; A1 Units (3 year license)</b>		Resulting Fee per Unit Type				
<u>Housing Type</u>	<u>License Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$95 /unit + \$5 /sleeping room*	\$95	\$100	\$105	\$110	\$115
Unit in a 2 unit Building	\$90 /unit + \$5 /sleeping room	\$90	\$95	\$100	\$105	\$110
Unit in a 3 to 4 unit Building	\$85 /unit + \$5 /sleeping room	\$85	\$90	\$95	\$100	\$105
Unit in a 5+ unit Building	\$80 /unit + \$5 /sleeping room	\$80	\$85	\$90	\$95	\$100
<b>Class B Unit (1 year license)</b>						
<u>Housing Type</u>	<u>License Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$75 /unit + \$5 /sleeping room*	\$75	\$80	\$85	\$90	\$95
Unit in a 2 unit Building	\$70 /unit + \$5 /sleeping room	\$70	\$75	\$80	\$85	\$90
Unit in a 3 to 4 unit Building	\$65 /unit + \$5 /sleeping room	\$65	\$70	\$75	\$80	\$85
Unit in a 5+ unit Building	\$60 /unit + \$5 /sleeping room	\$60	\$65	\$70	\$75	\$80

\*Rooming houses with more than 4 bedrooms would be charged \$5 per additional bedroom.

**ADDITIONAL FEES\*\***

<b>Re-inspection Fee</b> (if more than 2 inspections required)		\$45 per unit.
<b>Late Fee</b>		\$25
<b>Failure to Allow Inspection</b>	First Offense	\$25
	Second Offense	\$50
<b>License Transfer Fee</b>		\$5

\*\* The above fees are added to the license fee.

PASSED BY THE COMMON COUNCIL on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Eileen Nickels, Council President

ATTEST:

\_\_\_\_\_  
Jan Martin, City Clerk

## Second Amendment to Rental Inspection Contract

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THIS AGREEMENT is made by and between the City of Platteville Common Council, hereinafter called the "City", and MV Service & Consulting, LLC, hereinafter called the "Contractor".

WHEREAS, the City has previously entered into a contract with the Contractor to perform inspections of residential rental property in the City of Platteville, with said contract being approved and signed by the Contractor on May 2, 2006; and

WHEREAS, the City now desires to make changes to Article 5 Compensation and Method of Payment described in said contract, and the Contractor is agreeable to these changes,

NOW THEREFORE, the parties hereto mutually agree to the changes in the contract as follows:

### 5. Compensation and Method of Payment

The City of Platteville shall pay the Contractor for all work performed in accordance with this agreement on the basis of the following fee schedule:

#### FEE SCHEDULE

##### RENTAL INSPECTION FEE IF UNIT PASSES AFTER 1 INSPECTION

<b>Class A &amp; A1 Units (3 year license)</b>		Resulting Fee per Unit Type				
<u>Housing Type</u>	<u>Inspection Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$63 /unit + \$5 /sleeping room*	\$63	\$68	\$73	\$78	\$83
Unit in a 2 unit Building	\$58 /unit + \$5 /sleeping room	\$58	\$63	\$68	\$73	\$78
Unit in a 3 to 4 unit Building	\$53 /unit + \$5 /sleeping room	\$53	\$58	\$63	\$68	\$73
Unit in a 5+ unit Building	\$48 /unit + \$5 /sleeping room	\$48	\$53	\$58	\$63	\$68

##### **Class B Unit (1 year license)**

<u>Housing Type</u>	<u>Inspection Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$43 /unit + \$5 /sleeping room*	\$43	\$48	\$53	\$58	\$63
Unit in a 2 unit Building	\$38 /unit + \$5 /sleeping room	\$38	\$43	\$48	\$53	\$58
Unit in a 3 to 4 unit Building	\$33 /unit + \$5 /sleeping room	\$33	\$38	\$43	\$48	\$53
Unit in a 5+ unit Building	\$28 /unit + \$5 /sleeping room	\$28	\$33	\$38	\$43	\$48

##### RENTAL INSPECTION FEE IF UNIT PASSES AFTER 2 INSPECTIONS

<b>Class A &amp; A1 Units (3 year license)</b>		Resulting Fee per Unit Type				
<u>Housing Type</u>	<u>Inspection Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$83 /unit + \$5 /sleeping room*	\$83	\$88	\$93	\$98	\$103
Unit in a 2 unit Building	\$78 /unit + \$5 /sleeping room	\$78	\$83	\$88	\$93	\$98
Unit in a 3 to 4 unit Building	\$73 /unit + \$5 /sleeping room	\$73	\$78	\$83	\$88	\$93
Unit in a 5+ unit Building	\$68 /unit + \$5 /sleeping room	\$68	\$73	\$78	\$83	\$88

**Class B Unit (1 year license)**

<u>Housing Type</u>	<u>Inspection Fee</u>	<u>Eff.</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>
One Unit/Rooming House	\$63 /unit + \$5 /sleeping room*	\$63	\$68	\$73	\$78	\$83
Unit in a 2 unit Building	\$58 /unit + \$5 /sleeping room	\$58	\$63	\$68	\$73	\$78
Unit in a 3 to 4 unit Building	\$53 /unit + \$5 /sleeping room	\$53	\$58	\$63	\$68	\$73
Unit in a 5+ unit Building	\$48 /unit + \$5 /sleeping room	\$48	\$53	\$58	\$63	\$68

\*Rooming houses with more than 4 bedrooms would be charged \$5 per additional bedroom.

**ADDITIONAL FEES\*\***

**Re-inspection Fee** (if more than 2 inspections required) \$40 per unit.

**Failure to Allow Inspection** First Offense \$25  
 Second Offense \$50

\*\* The above fees are added to the license fee.

**Photographic Documentation Fee** (if requested by the City) \$12 per unit.

**Meeting Fee** \$45 per hour of actual meeting time  
 (Meetings relating to enforcement, i.e. Board of Appeals, or Court appearances if requested by the City)

Payment shall be made to the Contractor when the unit passes inspection or upon completion of each specific task, and after submission of an invoice(s) to the City of Platteville. Invoices shall specify all costs, such as the number of units completed, by property address; the number of inspections completed per unit; the number of bedrooms per unit, and the housing unit type; the number of documented failed inspections, due to property owner neglect or cancellation; the number of hours for required meetings or appearances.

If this contract is terminated under the provision of Article 10 in the Rental Inspection Contract, the Contractor shall be compensated for all services performed up to the date of termination.

IN WITNESS THEREOF, parties hereto have caused this agreement to be executed the year and date shown below by their proper officers and representatives.

\_\_\_\_\_  
 Marty Limmex, Managing Partner  
 MV Service & Consulting, LLC

Date: \_\_\_\_\_

\_\_\_\_\_  
 Larry Bierke, City Manager  
 City of Platteville

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
 Jan Martin, City Clerk

**City of Platteville  
STAFF REPORT AND  
FISCAL NOTE**

Original       Update

**Title: Parking Lot at 4<sup>th</sup> and Furnace**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

On January 16<sup>th</sup>, the City of Platteville completed the purchase of the parking lot on the corner of 4<sup>th</sup> and Furnace Streets. Next the City Council will need to determine what they desire to do with the parking lot.

Assuming you might consider it as an addition to the City's "Assigned Parking Program", I have attached a map showing the number of parking stalls located on this site (18) and a map identifying where our existing Assigned Parking spaces currently are. We currently have a total of 20 parking spaces in the program and 10 of them are currently rented. (designated with an "X" on map)

In addition to the Assigned Parking program, it has been suggested that this lot may be an option for City staff to use. City staff are currently using the on street parking option, and like the general public they will likely be drawn toward using those spaces most convenient. If the Council desires staff park in this lot, we may want to consider changing the on street parking restrictions to make the convenient spaces less convenient.

Lastly, it should be noted that the parking lot directly behind City Hall and in front of the Police Station is a desirable location for a residential or mixed use development. As we secure additional parking options in the downtown, it may be worth considering moving forward with a development on this property.

**Recommendation:**

Staff recommends that the City Council adds the new parking lot to the Assigned Parking Program. This will increase parking options available to the community on the north side of downtown.

**Impact Of Adopting Proposal:**

Adding this parking lot to the Assigned Parking program may assist in recovering the costs of providing downtown parking options. As society becomes used to paying for parking, it will be easier to provide better parking options in the future.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Decreases expenditures

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

<input type="checkbox"/> Increases revenues <input type="checkbox"/> Decreases fund balance	<b>Vote Required:</b> <input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-Thirds
--	--

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

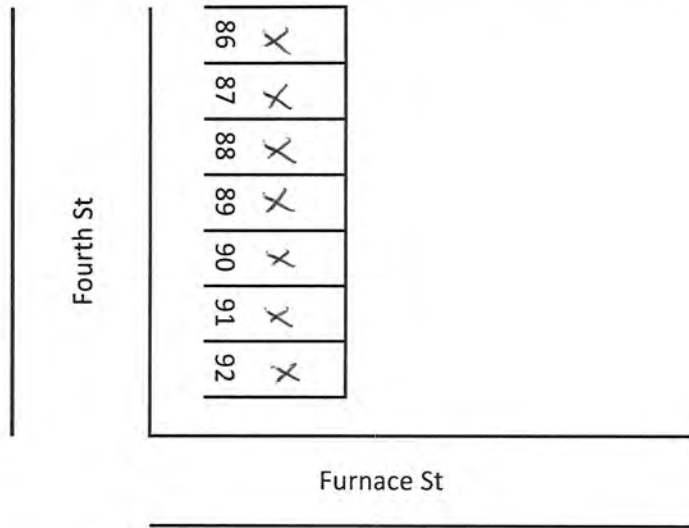
**Prepared By**

<b>Department:</b> City Manager.  <b>Prepared By:</b> Larry Bierke	<b>Date:</b> 02.11.14
--	-----------------------

# Lots, Numbers and Locations

## Lot 7

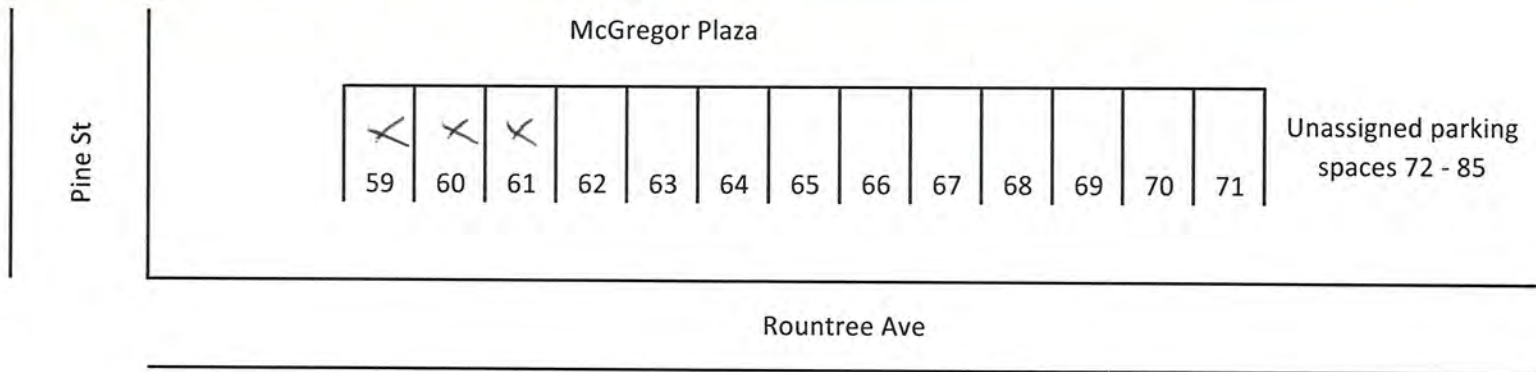
Located on the northeast corner of Furnace Street and N 4th street, Lot 7 has 7 stalls numbered 86 - 92.



## Lot 6

Located on Rountree Ave, east of Mound City Bank, Lot 6 has 13 available stalls numbered 59 - 71.

(Note: Spaces 72 - 85 are not currently designated as leased parking.)



## PARKING REGULATIONS

- You can sign up and pay for assigned parking spaces at the City Manager's office in City Hall. Contact Jane with any questions at 348-9741 ext. 2225.
- Vehicles will be assigned to a specific space in a specific lot.
- Assigned parking fees are \$360/year payable in advance (\$30/month) and are valid from June 1—May 31.
- There are 20 leased spaces and they are reserved on a first-come, first-served basis.
- Assigned parking is in effect 24/7/365.
- If you are issued a space, please keep your contact information up-to-date with City Hall so we may contact you if needed.
- Parking in assigned spaces without permission may result in a \$20 ticket and being towed.
- Contact the Police Department with any parking problems at 348-2313.



If you have questions regarding purchasing an assigned space or the policies, contact Jane in the City Manager's Office at (608) 348-9741 ext. 2225.

### VISIT:

[www.platteville.org](http://www.platteville.org) for more information

If someone is parked in your assigned space, contact the Platteville Police Department at 608-348-2313.

### CITY OF PLATTEVILLE

75 N Bonson St.  
PO Box 780  
Platteville, WI 53818

Phone: 608-348-9741  
Fax: 608-348-7812  
E-mail: [citymanager@platteville.org](mailto:citymanager@platteville.org)

## Downtown Assigned Parking







↑ N  
1" = 30'



**City of Platteville**  
**STAFF REPORT AND FISCAL NOTE**

Original       Update

**Title:**

Zoning Ordinance Amendments – Building Setbacks & Building Heights

**Policy Analysis Statement:**

Brief Description And Analysis Of Proposal:

Staff is proposing several modifications to Chapter 22, the zoning ordinance, regarding building height and building setback regulations. The zoning ordinance includes regulations that determine the allowable size and location of buildings and structures in the City. These regulations vary from district to district, but in all cases they determine the maximum size or building envelope that can be constructed. This is accomplished by regulating the minimum setback distance required from property lines, and also regulating the maximum height of the structures.

The zoning ordinance also includes regulations that provide standards for the appearance of new commercial and multi-family buildings. The intent of these regulations is to approve the appearance of the buildings by including requirements regarding the materials used on the buildings, the design of the buildings, and the design of the site. The standards focus on making sure the buildings have some variety and visual interest rather than having large blank walls and rooflines. The standards also encourage the location of the parking at the side or rear of the buildings and require a certain amount of landscaping.

In some cases, the regulations regarding the maximum building height and minimum setback conflict with the goals of the design standards. There are two primary areas where this happens:

- 1) The maximum building height has a tendency to reduce the height of the building, but the design standards require variations in the building roof lines to provide more interest. In order to provide the variation in the roof lines, the building needs to be taller in some areas, which sometimes conflicts with the maximum building height rules.
- 2) The minimum building setback rules require the building to be a certain distance from the property line. However, this requirement doesn't apply to parking areas, which are allowed to be located right up to the lot line. The result is that the parking areas are usually located in front of the building in the required building setback area. This location conflicts with the design standards which prefer that the parking is located behind or to the side of the building.

The Downtown Revitalization Plan, which was adopted in 2011, also includes recommendations regarding building design in the downtown area. The plan includes design standards and guidelines, and also includes a recommendation to increase the allowable building height in the downtown area. The current requirement for most of the downtown area is for a maximum building height of 50 feet. The plan has several options to increase the height, which range from 70 feet to 110 feet, depending on the area.

Staff is proposing changes to the maximum building height restrictions and to the minimum building setback restrictions to reduce some of the conflicts between these ordinances. Generally, the proposed changes will increase the maximum building height and reduce the minimum building setback requirements. The changes are identified on the attached table, with the proposed changes shown in red.

Recommendation:

The Plan Commission considered these changes at their December 2, 2013 and February 3, 2014 meetings, and recommended approval of the changes as presented.

Staff recommends approval of the proposed code changes as proposed.

Impact Of Adopting Proposal:

If approved, the changes will reduce the minimum building setback distances and increase the maximum building heights allowed in the various zoning districts.

**Fiscal Estimate:**

<p><b>Fiscal Effect (check/circle all that apply)</b></p> <p><input checked="" type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input type="checkbox"/> Increases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Increases/decreases fund balance - _____ Fund</p>	<p><b>Budget Effect:</b></p> <p><input type="checkbox"/> Expenditure authorized in budget</p> <p><input checked="" type="checkbox"/> No change to budget required</p> <p><input type="checkbox"/> Expenditure not authorized in budget</p> <p><input type="checkbox"/> Budget amendment required</p> <hr/> <p><b>Vote Required:</b></p> <p><input checked="" type="checkbox"/> Majority      <input type="checkbox"/> Two-Thirds</p>
<p><b><u>Narrative/assumptions About Long Range Fiscal Effect:</u></b></p> <p>The code changes should not have a fiscal impact.</p>	

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By:**

<p><b>Department:</b> Community Planning &amp; Development</p> <p><b>Prepared By:</b> Joe Carroll</p>	<p><b>Date:</b> February 17, 2014</p>
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**PROPOSED ZONING ORDINANCE CHANGES:**

MAXIMUM BUILDING HEIGHT and MINIMUM BUILDING SETBACK

Zoning District	Existing	Proposed	Existing Min. Setbacks			Proposed Min. Setbacks		
	Max. Bldg. Ht.	Max. Bldg. Ht.	Street	Side	Rear	Street	Side	Rear
R-1 One Family Residential	25	30	25	10	25	25	10	25
R-2 One & Two Family Residential	25	30	25	10	25	25	10	25
R-3 Multi-Family Residential	35	40	25	10	25	25	10	25
I-1 Institutional	35	45	25	15+	30	25	15+	30
C-1 Conservancy	25	25	45	30	40	25	30	30
B-1 Neighborhood Business	25	30	25	10	40	25	10	30
B-2 Central Business	50	70	0	0	0	0	0	0
CBT Central Business Transition	35	45	0	0	0	0	0	0
B-3 Highway Business	35	45	50	20	40	25	15	30
M-1 Heavy Commercial/Light Industrial	35	45	25	15	30	25	15	30
M-2 Heavy Manufacturing	40	45	25	15	30	25	15	30
M-4 Applied Technology District	45	45	25	15	30	25	15	30

1. Roofs shall have no less than two (2) of the following features:

- a. Parapets concealing flat roofs and rooftop equipment such as HVAC units from public view. The average height of such parapets shall not exceed fifteen (15) percent of the height of the supporting wall and such parapets shall not at any point exceed one third (1/3) of the height of the supporting wall. Such parapets shall feature three dimensional cornice treatments.
- b. Overhanging eaves, extending no less than three feet past the supporting walls.
- c. Sloping roofs that do not exceed the average height of the supporting walls, with an average slope greater than or equal to one foot of the vertical rise for every one foot of horizontal run.
- d. Three or more roof slope planes.

2. Buildings façades over one hundred (100) feet in length and facing a street shall have a minimum of twenty percent (20%) of all of the combined linear roof eave or parapet lines of the structure employ differences in height, with such differences being four (4) feet or more as measured eave to eave or parapet to parapet.

(2) Building Materials. To establish a standard of quality and to maintain architectural integrity, all buildings shall use durable and attractive materials that meet the following standards:

- (a) The preferred building materials for exterior walls facing streets are brick, decorative masonry block, stone, wood and/or stone aggregates. Exterior Insulated Finish Systems (EIFS) or equivalent exterior finish may also be used, but preferably will not exceed a coverage of more than fifty percent (50%) of the wall elevation. Unfaced concrete block, structural concrete, prefabricated metal siding, and the like are discouraged from such façade areas. Other materials may be used for trim and/or architectural details, but these materials should not cover more than ten percent (10%) of the façade.
- (b) Surface coverings on flat or low-slope roofs that are visible from a public street shall be of material that is non-reflective and non-glare. Heavy-duty contoured shingles, shakes, and standing seam metal roofing materials are acceptable for pitched roofs.

- (c) If building materials other than preferred materials are used on the building façade(s) facing a street, then additional landscaping is required between the building and the street right-of-way. The additional landscaping must add the required number of points for the linear frontage of the building according to Section F.
- (D) **PARKING DESIGN.** (1) The preferred location for parking is within the side or rear building yards. If parking is provided in the street yard, then additional landscaping is required between the parking area and the street right-of-way. The additional landscaping must add the required number of points for each parking space according to Section F below.
- (2) Whenever possible, parking areas should be designed so that the parking is separated into smaller delineated groupings of spaces. Such groups should be separated by landscaping and/or design components of the proposed building.
  - (3) Whenever possible, provisions should be made to allow direct vehicular circulation between adjacent parcels. This can be accomplished through the use of access easements and driveways connecting parking lots and access drives.
  - (4) All parking areas of five (5) or more vehicles shall be paved and graded according to a drainage plan designed and installed in accordance with accepted engineering practice, which may include catch basins, sumps, and underground storm sewers. All drainage plans shall be reviewed and approved by the City Engineer.
- (E) **OUTDOOR STORAGE AND SCREENING.** (1) The preferred location for the outdoor storage of products, materials or equipment is within the side or rear building yards. If these functions are provided in the street yard, then additional landscaping is required between the outdoor storage area and the street following the standards of Section F. This restriction does not apply to short-term display items or items that are available for purchase by the consumer.
- (2) All outdoor refuse collection areas shall be visually screened from public streets and adjacent property by a complete opaque screen, fence or wall.
  - (3) The exterior storage of boats, campers, and other materials or products not associated with the permitted use of the premises on which they are located is not permitted.
- (F) **LANDSCAPING AND GREENSPACE.** (1) All ground, with the exception of walks, drives, parking facilities and service areas, will be landscaped with permanent lawn and ground covers, shrubs and trees, in a manner that is complimentary to the architecture and provides the required screening.

(C) ARCHITECTURAL STANDARDS. (1) Building Location and Orientation. Multi-family developments shall meet the following standards:

- (a) Buildings and site layouts shall meet the prescribed building and fire code requirements.
- (b) Developments that have multiple residential buildings on a site shall have a minimum separation of twenty (20) feet between the buildings. When the building separation is less than thirty (30) feet, the buildings should be oriented in a manner that does not align windows on one building with windows on another.
- (c) No detached parking garage may be located within twenty (20) feet of a residential structure and may not be located in the street yard.
- (d) Garbage and refuse enclosures shall be located in the side or rear yard and shall be screened from public streets and adjacent property by a opaque screen, fence, or wall at least five (5) feet tall.

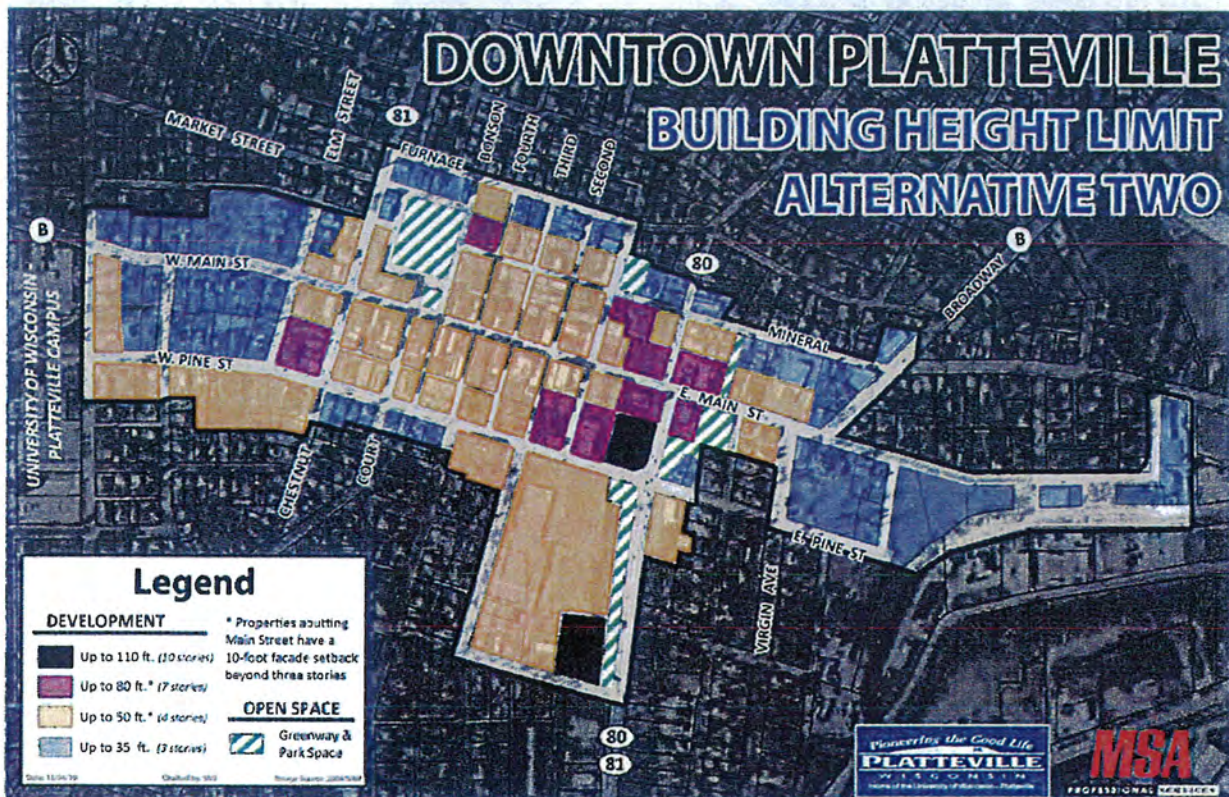
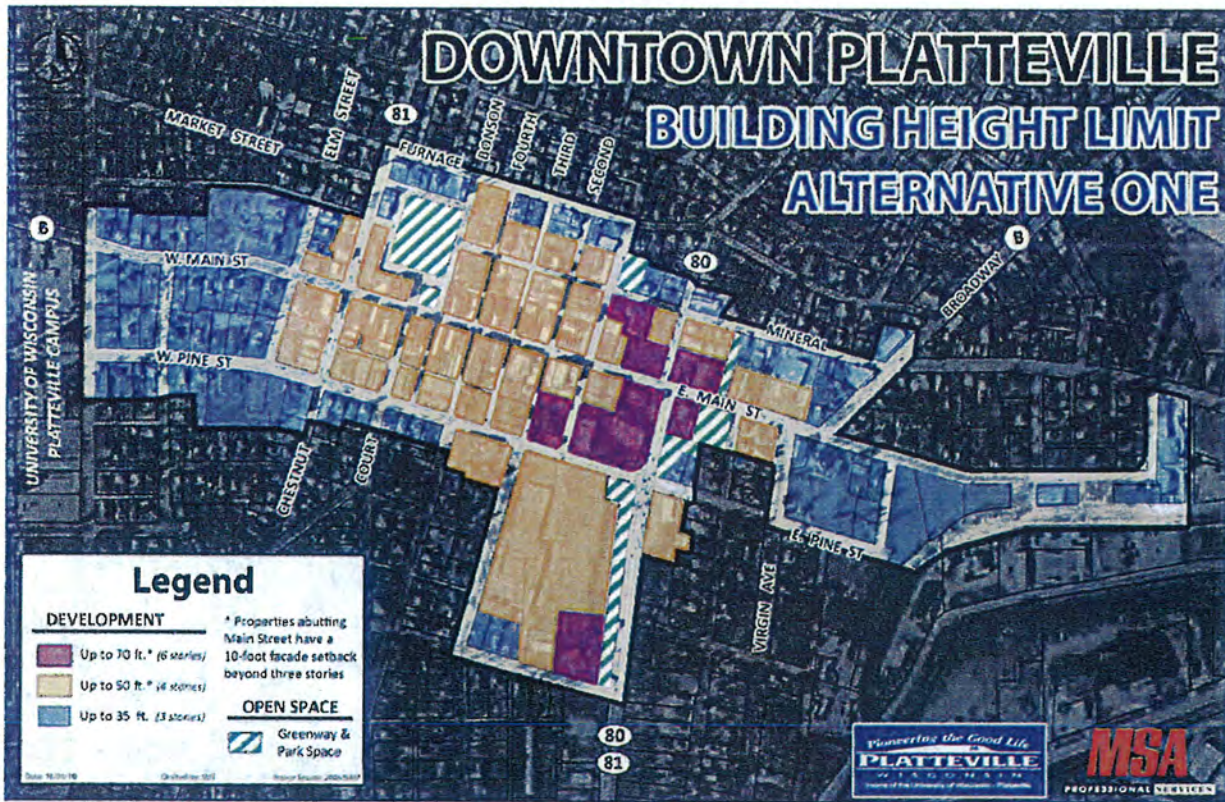
(2) Building Design. New multi-family construction shall comply with the following building form standards:

- (a) Structures that have one or two stories (levels) shall not have a continuous horizontal distance exceeding one hundred sixty (160) feet (measured from end wall to end wall), without an offset or change in the front façade that has a depth of at least six (6) feet. Structures that have three or greater stories (levels) shall not have a continuous horizontal distance exceeding one hundred twenty (120) feet (measured from end wall to end wall), without an offset or change in the front façade that has a depth of at least six (6) feet.
- (b) Roofs shall have gable, hip, or gambrel forms (minimum pitch 3 to 12) with at least a 6-inch overhang.
- (c) No uninterrupted roof plane shall extend for more than sixty (60) feet, as measured at the roof eave, without a change in roof elevation, roof slope, or other design feature.
- (d) A minimum of fifteen percent (15%) of the area of a façade facing a street shall consist of windows or doors. Plans should show the street façade area and window/door measurements and demonstrate on the plan that the fifteen percent (15%) standard has been met.
- (e) Garages attached to living units that have garage doors facing the street shall not extend more than four (4) feet in front of the main façade(3) of a dwelling structure.

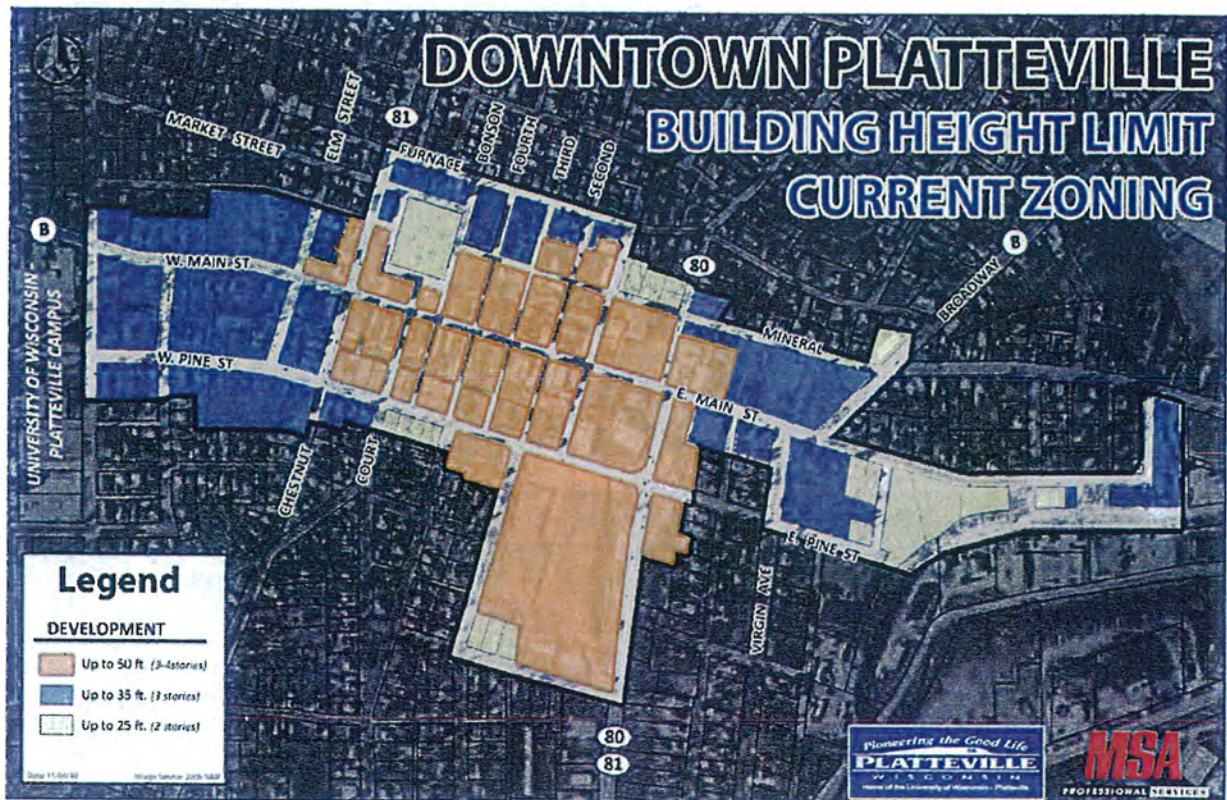


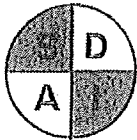
- (f) Garage doors of attached garages shall not comprise more than fifty percent (50%) of the total length of a multi-family building's street façade(s), and every two (2) single-bay garage doors or every double garage door shall be offset by at least four (4) feet from the plane of an adjacent garage door(s).
  - (g) Building entrances shall be designed in a manner that provides a safe, inviting environment, and shall not create dark, hidden spaces. Each building entry shall be visible from the street, from a parking area, or from a window of a unit within the building. Entrance doors that provide access to common areas in the building shall be locked to prevent uninvited access to the general public. Access shall be provided only to the tenants of the building and the building owner or manager.
  - (h) At least one building entrance shall face the street or the main parking area.
  - (i) Building entrances shall be clearly defined and highly visible on the building's exterior design, and when possible should be emphasized by on-site traffic flow patterns. The front entry shall include some form of entry feature, such as a porch, portico, peaked roof form, or other distinct architectural feature.
  - (j) Building elevations facing a street (facades) shall incorporate design features such as offsets, balconies, projections, window reveals, or similar elements to preclude large expanses of uninterrupted building surfaces. Along the vertical face of a structure, such features shall occur at a minimum of every thirty (30) feet, and on each floor shall contain a minimum of two (2) of the following features:
    - 1. Recesses (e.g., deck, patio, courtyard, entrance, window reveals) that have a minimum depth of three (3) feet;
    - 2. Extensions (e.g., floor area, deck, patio, entrance) that have a minimum depth of two (2) feet and minimum width of four (4) feet; and/or
    - 3. Offsets or breaks in roof elevation (height) of two (2) feet or greater in height.
- (3) Building Materials. To establish a standard of quality and to maintain architectural integrity, all buildings shall use durable and attractive materials that meet the following standards:

# Height



# Height





# SOUTHWEST DESIGN ASSOCIATES, INC.

P.O. BOX 430, 190 MARKET ST.  
PLATTEVILLE, WISCONSIN 53818  
(608) 348-3821  
FAX NO. (608) 348-2330

## E-MAIL TRANSMITTAL

NUMBER OF PAGES 1  
(INCLUDES COVER SHEET)

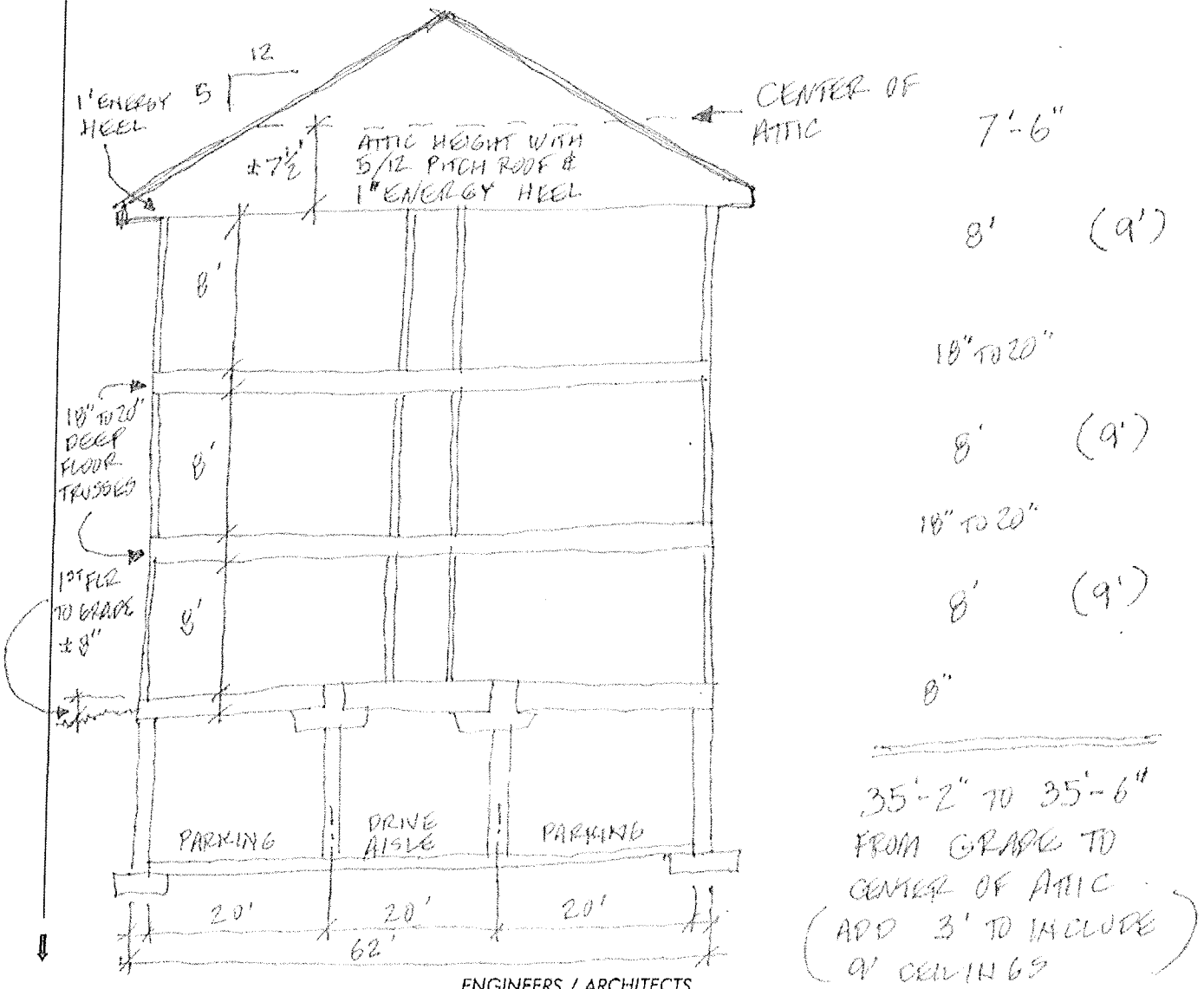
DATE: 3-18-13

TO: JOE CARROLL

NUMBER: CARROLLJ@PLATTEVILLE  
.ORG

FROM: STEVE SWIFT

MESSAGE: HERE IS A QUICK SKETCH OF A TYPICAL NEW  
3 STOREY APARTMENT



## Carroll, Joe

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**From:** Steve Swift [steve@swdesign.com]  
**Sent:** Monday, March 18, 2013 2:54 PM  
**To:** Carroll, Joe  
**Subject:** typical 3 story apartment  
**Attachments:** typical 3 story apt. section.pdf

Hi Joe,

I thought that a drawing which shows the typical heights of a modern apartment building would be easier to follow and show to someone else.

These will typically use an 18" to 20" deep floor truss and roof trusses with a 1' energy heel (required by new energy codes). The width is most often dictated by underground parking which will require a minimum of 62' in width for a 20' drive and (2)-20' wide parking spaces on each side. A typical upgrade that developers often like is a taller 9' ceiling in the units (this is a selling point and well as it allows some additional height so that they can use in-unit ductwork and soffits with-in the conditioned space for individual heating units in each unit and ceiling fans, which are items which gets more "points" toward green standards). Please review this and call me with any questions that you may have or if you have any other questions that I might be of help.

Steve

CITY OF PLATTEVILLE  
 WISCONSIN  
**ZONING MAP**  
 2011 EDITION

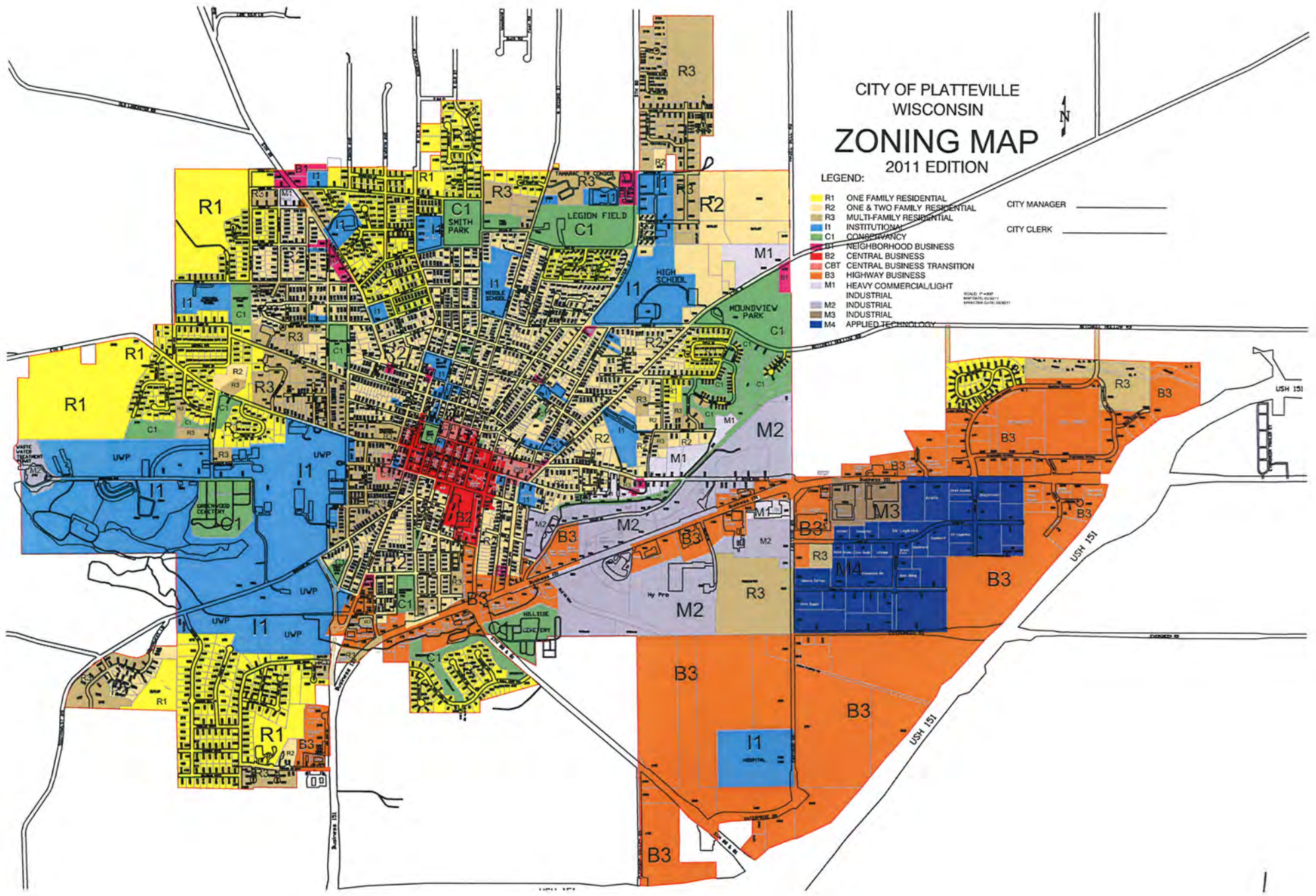


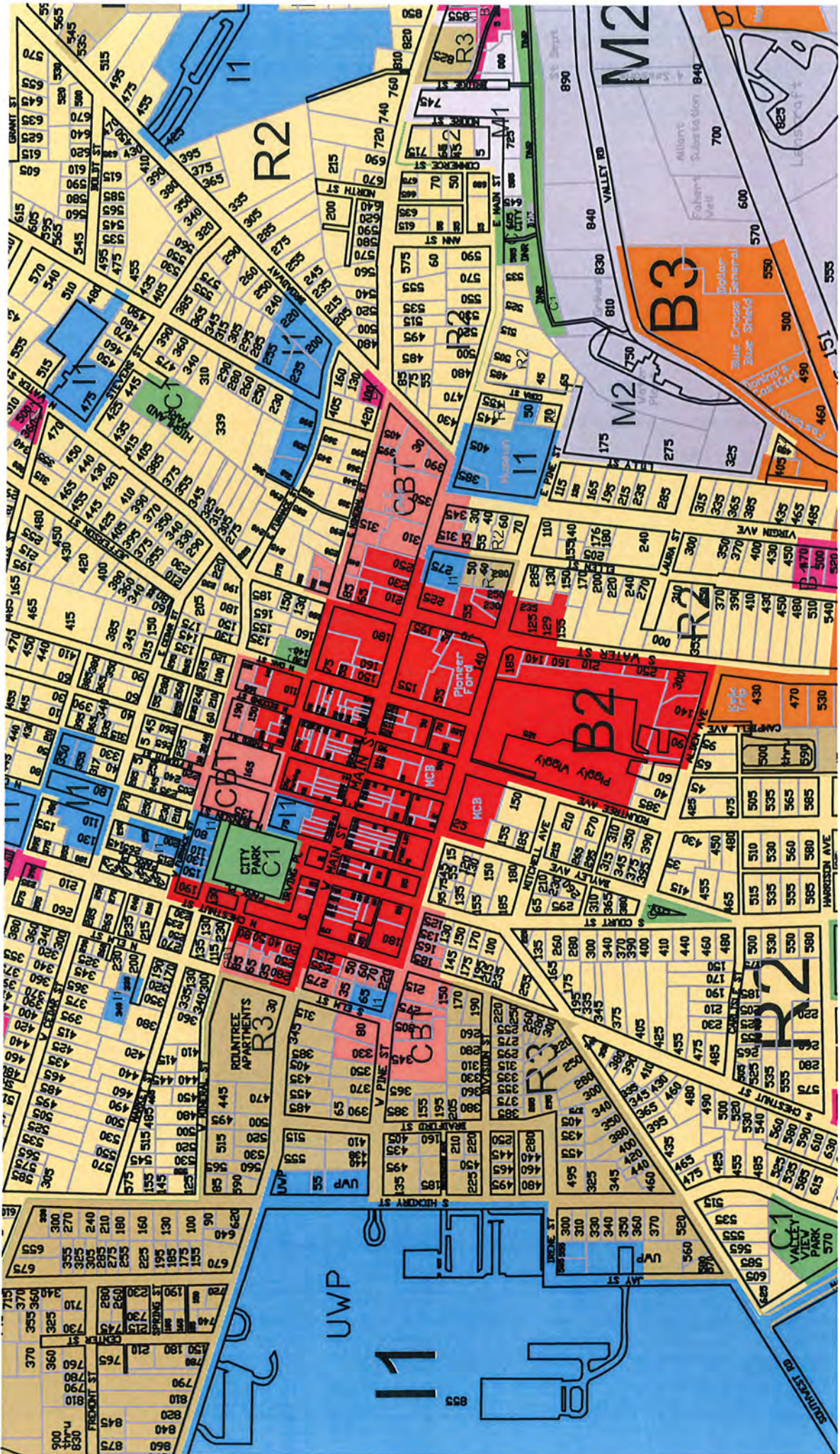
LEGEND:

- R1 ONE FAMILY RESIDENTIAL
- R2 ONE & TWO FAMILY RESIDENTIAL
- R3 MULTI-FAMILY RESIDENTIAL
- I1 INSTITUTIONAL
- C1 CONSERVANCY
- B1 NEIGHBORHOOD BUSINESS
- B2 CENTRAL BUSINESS
- CBT CENTRAL BUSINESS TRANSITION
- B3 HIGHWAY BUSINESS
- M1 HEAVY COMMERCIAL/LIGHT INDUSTRIAL
- M2 INDUSTRIAL
- M3 INDUSTRIAL
- M4 APPLIED TECHNOLOGY

CITY MANAGER \_\_\_\_\_  
 CITY CLERK \_\_\_\_\_

SCALE: 1" = 400'  
 MAP DATE: 03/2011  
 REVISION: 04/2011





**City of Platteville  
STAFF REPORT AND FISCAL  
NOTE**

Original       Update

**Title: Contract 1-14 Broadway Reconstruction**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

This project involves reconstruction of Broadway from Stevens Street to Madison Street. There was a work session on December 11, 2013 to review the project and get Common Council guidance on the project. On December 12, 2013 there was a Public Information meeting to explain the project to the public and receive feedback on specific issues. The project includes replacement of water main, sanitary sewer main, water and sewer service lines to the property line, storm sewer replacement, and installation of conduit for future fiber optic lines, new gravel base, curb, gutter, pavement and sidewalks. It includes landscaping of areas disturbed by the project.

The project will be conducted in phases. From the beginning of work until June 13, 2014, the contractor will NOT be allowed to work between Stevens Street and Boldt Street, NOR in the Madison Street intersection. This will allow traffic to access Neal Wilkins School via Stevens Street and the High School at Madison Street. From Monday June 16, 2014 until August 29, 2014 the Contractor all work between Stevens and Boldt Street and in the Madison Street intersection must be substantially complete. This means that the street and sidewalks must be open to traffic. Any minor landscaping and clean up cannot interfere with normal use. The final phase is from August 29, 2014 until November 7, 2014. All other work must be substantially complete by then and open to traffic. If landscaping is not complete, we will withhold payments to compel the contractor to return in spring of 2015 to repair any areas that are not complete.

Delta 3 Engineering completed the design and has come up with a Base Bid that will give us a complete project. Under the base bid, Broadway will be complete, the pavement will be concrete and storm sewer work shall be done on Grant and May Streets to a point in the backyards of homes. Any overflow of the storm sewer will go overland behind houses. The Base Bid only extends the storm sewer at Neal Wilkins to past the parking lots such that any overflow will go overland to East Mineral Street.

There are 6 Alternate bids. If there is room in the budget and the Water & Sewer Commission and/or the Common Council approves, we shall award one or more of these Alternates.

**Alternate 1-14-A: Grant Street Water, Sewer and Reconstruction.** If there is room in the budget, this would include installation of water and sewer on Grant Street from Broadway to May Street, plus full reconstruction of curb, gutter and asphalt street. The Base Bid only installs storm sewer and patches the street.

**Alternate 1-14-B: May Street Storm Sewer Easement.** This would extend the storm sewer replacement and upgrade further beyond the immediate back yards east of May Street. There will be a basin with rip rap at the end to dissipate the water to reduce erosion.

**Alternate 1-14-C: Mound View Park Storm Water Management Facility.** The Base Bid calls for installing ditch checks along East Madison street to slow the water as it approaches the Rountree. This alternate would install a pond in Mound View Park to control the peak flows. The pond will be a "dry" pond – meaning the pond will release the water slowly over a 24 hour period and not have a permanent pool of water. The only major tree to be removed is a large elm tree that is dying. Any others are scrub trees. The Parks, Forestry & Recreation Committee meeting for February 17, 2014 was cancelled. We hope to reschedule soon to get their input.

**Alternate 1-14-D: Bike Path.** The Base Bid calls for sidewalk on the east side up to Madison Street and a curb opening at Mound View Park for a future sidewalk. This Alternate would install a bike/pedestrian path like the one on Water Street from the intersection of Madison & Broadway to the driveway opening into Mound View Park. This would allow bike/pedestrian access to facilities in Mound View Park. The Community Safe Routes Committee reviewed this proposal at their meetings on February 17, 2014 and recommends approval – subject to budgetary constraints. The Parks, Forestry & Recreation Committee meeting for February 17, 2014 was cancelled. We hope to reschedule soon to get their input.

**Alternate 1-14-E: Neal Wilkins Storm Sewer Extension.** The Base Bid calls for only enough storm sewer to go past the Neal Wilkins parking lot. Any overflow of water will go overland toward East Mineral Street. This Alternate would continue the upsizing of the storm sewer until just above East Mineral Street where the current storm sewers are sized to handle the flows.

**Alternate 1-14-F: Asphalt Pavement.** The Base Bid calls for Concrete pavement for the length of the project. Should the bids come in over budget, the Council would have the ability to choose this alternate bid to complete the project at a lower initial cost. Staff **ONLY** recommends this as a last resort if the Base Bid is over budget.

The City has budgeted \$1,300,000 for its portion of the project. The Utility has budgeted \$430,000 for water and \$380,000 for sewer. The total budget is \$2,130,000. The enclosed spreadsheet shows the Base Bid, each of the Alternates and compares each to the Budget.



The apparent Low Bidder is McGuire, Inc with a Base Bid of **\$2,282,855.85**. The entire budget is **\$2,130,000**. The Engineer Estimate was **\$2,070,000**. The bid is **\$152,855.85** over budget and **\$212,855.85** over the estimate. The Water & Sewer portion of the project is **\$81,889.00** under budget. The City portion is **\$234,744.85** over budget. Alternate Bid F (**\$182,037.85**) is the amount saved in initial costs if we choose to pave the street in asphalt. McGuire's bid would then be **\$2,100,818**, or **\$29,182.00** under budget. The City portion of the project would still be **\$52,707.00** over budget

Staff **strongly** believes that the project is worth funding to be paved in concrete. The savings is 8.0% of the entire project using McGuire's bid. The life cycle advantage of concrete pavement over asphalt will make up for the slight difference in initial cost.

If the Common Council wants to include the concrete pavement as the choice for this project, then we will need to come up with **\$234,744.85** in City funding. The preferred place would be from the Fund Balance. The other way would be to defer ALL street maintenance of \$200,000 budgeted and nearly the entire amount of our contingency of \$43,600. The Street Maintenance line item is to increase our use of crack filling and overlays to extend the life of many of our streets that have been deferred for reconstruction.

Based on the budget, there are no funds to do any of the other Alternate Bids.

**Recommendation:**

**Staff recommends award of Contact 1-14 to McGuire, Inc. for the Base Bid only of \$2,282,855.85. Staff proposes that the additional funding of \$234,744.85 come from the Fund Balance.**

**Impact Of Adopting Proposal:**

It will allow the City to reconstruct aging infrastructure on the final portion of Broadway between Stevens Street and Madison Street.

**Fiscal Estimate:**

<p><b><u>Fiscal Effect (check/circle all that apply)</u></b></p> <p><input type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input checked="" type="checkbox"/> Increases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Increases/decreases fund balance - _____ Fund</p>	<p><b><u>Budget Effect:</u></b></p> <p><input type="checkbox"/> Expenditure authorized in budget</p> <p><input type="checkbox"/> No change to budget required</p> <p><input checked="" type="checkbox"/> Expenditure not authorized in budget</p> <p>Budget amendment required</p> <hr/> <p><b><u>Vote Required:</u></b></p> <p><input type="checkbox"/> Majority</p> <p><input checked="" type="checkbox"/> Two-Thirds</p>
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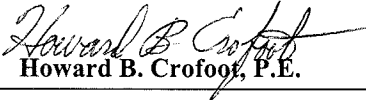
**Narrative/assumptions About Long Range Fiscal Effect:**

This project is part of our CIP.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required _____					
Account Number				Account Name		Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object						
				Fund Balance			\$234,744.85		
<b>Totals</b>									

**Prepared By:**

<p>Department: Public Works</p> <p>Prepared By:  Howard B. Crofoot, P.E.</p>	<p>Date: February 18, 2014</p>
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## Broadway Street Reconstruction – Phase #2

### Contract #1-14

Owner: City of Platteville

Bid Opening: Tuesday, February 18, 2014

Time: 10:00 a.m.

Location: City of Platteville Municipal Building

75 N. Bonson Street, Platteville, WI 53818

### Actual Results

BIDDER	CONTRACT #1-14	ALTERNATE #1-14-A	ALTERNATE #1-14-B	ALTERNATE #1-14-C	ALTERNATE #1-14-D	ALTERNATE #1-14-E	ALTERNATE #1-14-F
1. Maddrell Excavating, LLC	\$2,390,375.86 (\$2,391,275.85)	\$125,344.65	\$78,262.00	\$63,580.00	\$15,076.00	\$86,702.00 (\$86,202.00)	-\$178,732.65 (-\$178,729.05)
2. Tschiggfrie Excavating	\$2,504,113.60 (\$2,506,813.60)	\$143,886.70	\$68,343.90	\$58,372.80	\$16,758.00	\$81,793.15	-\$4,825.25
3. Rule Construction, Ltd.	\$2,348,791.35	\$141,178.40	\$56,685.00 (\$56,645.00)	\$53,910.00	\$15,412.50	\$62,100.00	-\$178,546.50
4. H. James and Sons, Inc.	\$2,419,167.15 (\$2,422,267.15)	\$148,638.50	\$67,425.25	\$47,265.60 (\$46,265.60)	\$15,455.30	\$74,503.20	-\$181,007.00
5. McGuire Inc.	<b>\$2,282,855.85</b> (\$2,309,309.85)	\$120,789.10	\$77,218.50	\$70,051.00	\$15,163.00	\$84,763.00	-\$182,041.45 (-\$182,037.85)
6. A-1 Excavating, Inc.	\$2,284,106.55 (\$2,283,786.55)	\$130,454.95	\$70,959.25	\$52,299.00	\$16,191.25	\$86,870.00	-\$152,188.50

As-Read results in ( )

**City of Platteville  
STAFF REPORT AND FISCAL  
NOTE**

Original  Update

**Title: Award Contract 2-14 Weed & Grass Mowing**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

This contract will allow the City to enforce its tall grass Ordinance. The Ordinance says that lawns cannot be more than 8 inches high. Once a week Staff does a windshield survey of the City looking for Code Violations. If the Staff member sees a violation of the weed ordinance, or if there is a verified complaint, staff mails a notice to the owner that he/she has 5 days to mow the lawn or else the City will mow it and bill the cost to the owner. If the owner does not mow the lawn, this contractor will be asked to mow the lawn so that the lawn is no more than 6 inches high. The contractor is required to take photos of the lawn before and after and log the time it takes. If there is a subsequent violation at a property during the same growing season (April 15 – October 15) the City gives the owner a citation in addition to mowing the property.

There are two parts to the contract. The first part is for mowing large areas, generally vacant parcels of an acre or more. The second part is for normal isolated, residential type lawns. Staff opened 2 bids for this work according to the enclosed bid tabulation. The low bidder was **Grasspro Lawn Care LLC**. They bid \$ **65.00** per hour or **\$75.00** minimum for Base Bid #1, large rural type areas and **\$35.00** per hour or \$ **39.00** minimum for Base Bid #2, Isolated patches and residential lawns.

Last year the contract prices were \$35.00 and \$25.00 for the respective base bids.

**Recommendation:**

Staff recommends that the Common Council award Contract 2-14, Weed and Grass Mowing to **Grasspro Lawn Care LLC** at the bid prices of **\$65.00** /hour or **\$75.00** minimum for Base Bid #1 and **\$35.00**/hour or **\$39.00** minimum for Base Bid #2.

**Impact Of Adopting Proposal:**

This contract will allow the City to enforce the tall grass Ordinance.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

None

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					

**Prepared By:**

Department: Public Works

Prepared By:   
Howard B. Crofoot, P.E.

Date: February 18, 2014

**CITY OF PLATTEVILLE**  
**CONTRACT 2-14 Weed & Grass Mowing**  
**BID OPENING: February 18, 2014 – 10:00 A.M. – City Hall Council Chambers**

Leland Felderman  
 Felderman Lawn  
 241 Ridge Avenue  
 Benton, WI

Dustin Bollant  
 Grass Pro  
 404 Madison Street  
 Montfort, WI

<b>Base Bid #1</b>				
Mowing Rural Type Areas	<b>\$40.00</b>	<b>\$65.00</b>		
Minimum per Location	<b>\$40.00</b>	<b>\$75.00</b>		
<b>Base Bid #2</b>				
Mowing Isolated Patches/Lawns	<b>\$40.00</b>	<b>\$35.00</b>		
Minimum per Location	<b>\$40.00</b>	<b>\$39.00</b>		

<b>Base Bid #1</b>				
Mowing Rural Type Areas				
Minimum per Location				
<b>Base Bid #2</b>				
Mowing Isolated Patches/Lawns				
Minimum per Location				

**City of Platteville  
STAFF REPORT AND FISCAL  
NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update
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**Title:** Extended Taxi Service Hours for 2014

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

On September 10, 2013 the Common Council approved a Motion to expand the hours for the Platteville Shared Ride Taxi on Thursday, Friday and Saturday nights from September 12, 2013 to December 31, 2013. The hours for these nights extend until 3:00 a.m. the following morning. The Common Council wanted data showing ridership during those extended hours. The Shared Ride Taxi provided that information and Staff included the 2013 summary information in the Department Head report for the January 28, 2014 Common Council meeting packet. The 2013 summary information is also included with this staff note.

During the 2014 budget sessions, Staff proposed to include funding for the extended hours. The 2014 Budget passed with funding for those hours. Staff assumed that the Common Council intended to continue with the extended hours. This action is to ask the Common Council to vote on a Motion to continue the extended hours throughout calendar year 2014.

The Platteville Shared Ride Taxi is continuing the extended hours until Council action. Current hours are as follows:

- Monday – Wednesday: 6:00 a.m. to 8:00 p.m.
- Thursday – Saturday: 6:00 a.m. to 3:00 a.m. (the following morning)
- Sunday: 7:00 a.m. to 1:00 p.m.

If the Common Council wishes to change the hours from the ones listed above, we are required by contract with the State to hold a Public Hearing 40 days from initial publication. This would mean it could not be held until the April 22 meeting.

**Recommendation:**

**Approve the continuation of expanded hours for the Platteville Shared Ride Taxi in 2014. The extended hours will be on Thursday, Friday and Saturday nights until 3:00 a.m. the following morning. The Platteville Shared Ride Taxi shall provide monthly reports of ridership for these extended hours.**

**Impact Of Adopting Proposal:**

This will continue the practice from September 2013.

**Fiscal Estimate:**

<p><b><u>Fiscal Effect (check/circle all that apply)</u></b></p> <p><input checked="" type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input type="checkbox"/> Increases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Increases/decreases fund balance - _____ Fund</p>	<p><b><u>Budget Effect:</u></b></p> <p><input checked="" type="checkbox"/> Expenditure authorized in budget</p> <p><input type="checkbox"/> No change to budget required</p> <p><input type="checkbox"/> Expenditure not authorized in budget</p> <p><input type="checkbox"/> Budget amendment required</p> <hr/> <p><b><u>Vote Required:</u></b></p> <p><input checked="" type="checkbox"/> Majority</p> <p><input type="checkbox"/> Two-Thirds</p>
--	--

**Narrative/assumptions About Long Range Fiscal Effect:**

This was included in the 2014 budget.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required _____				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By:**

<b>Department:</b> Public Works	
<b>Prepared By:</b> Howard B. Crofoot, P.E.	
	<b>Date:</b> February 12, 2014

Platteville Shared Ride information needed for the council

Platteville Shared Ride Taxi-Hours running from 8pm til 3am Thursday, Friday, and Saturday-

Sep - Dec 2013

Date	Week Day	Residents/ Adults	Dis Adult	Dis Elderly	K-3 to 17	College Student								Total number of			
							8pm	9pm	10pm	11pm	12am	1am	2am-3am	People	Total trips		
							2 K3-17 3 elderly 2 dis adult 4 adult 10 college		3 dis adult 2 adult 15 college	6 dis adult 3 adult 4 college	2 dis adult 11 adult 8 college	3 dis adult 1 adult 6 college		3 adult 13 college	5 dis adult 2 adult 2 college	<b>110</b>	<b>87</b>
	<b>Thur</b>	<b>26</b>	<b>21</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>58</b>										
								7 dis adult 13 adult 24 college	1 dis elder 4 dis adult 14 college	3 elderly 6 dis adult 10 adult 15 college	1 elderly 3 dis adult 8 adult 9 college		3 elderly 8 dis adult 5 adult 10 college	3 elderly 9 dis adult 3 adult 12 college	<b>197</b>	<b>155</b>	
	<b>Fri</b>	<b>49</b>	<b>47</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>90</b>										
								2 elderly 6 dis adult 18 adult 9 college	1 dis elder 1 dis adult 6 adult 22 college	3 dis adult 14 adult 39 college	1 elderly 2 dis adult 6 adult 17 college	1 dis elder 5 dis adult 9 adult 7 college	4 dis adult 2 adult 3 college	14 dis adult 6 adult 32 college	<b>232</b>	<b>162</b>	
	<b>Sat</b>	<b>61</b>	<b>35</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>129</b>										
Weekend Total		136	103	18	3	2	277								<b>Total</b>	<b>539</b>	<b>404</b>
Grand Totals		<b>136</b>	<b>103</b>	<b>18</b>	<b>3</b>	<b>2</b>	<b>277</b>	K3-17	2	0	0	0	0	0	0	2	
							<b>539</b>	Adult	35	15	27	25	13	10	11	136	
								Disabled	15	8	15	7	18	12	28	103	
								Elderly	5	2	3	2	0	3	3	18	
								Dis Elder	1	1	0	0	1	0	0	3	
								College	43	51	58	34	19	26	46	277	
									101	77	103	68	51	51	88	<b>539</b>	<b>404</b>

**City of Platteville  
STAFF REPORT AND  
FISCAL NOTE**

Original       Update

**Title: Purchase of 4.8 acre parcel from Jim and Doris Harms**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

Director Pahl has negotiated the purchase of 4.8 acres of land next to the existing stormwater pond off Eastside Road. The intent of this purchase is to expand the existing pond to manage the stormwater from the newly acquired Rosemeyer parcel. Jim and Doris Harms have accepted the offer to purchase for \$150,000. Closing costs and transfer taxes will be paid by the City. Negotiations were friendly and both parties are happy with the contract. The PAIDC board supports the purchase of this land at these terms.

**Recommendation:**

Staff recommends a motion to approve the purchase of land from Jim and Doris Harms for \$150,000 plus closing costs as budgeted out of TID #4.

**Impact Of Adopting Proposal:**

The existing storm water pond will be expanded to manage the recently acquired Rosemeyer parcel.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Decreases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_  
Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By**

Department: PAIDC

Prepared By: Melissa Pahl

Date: February 6<sup>th</sup>, 2014

**WB-13 VACANT LAND OFFER TO PURCHASE**

1 ~~ATTORNEY~~  
2 ~~LICENSEE~~ DRAFTING THIS OFFER ON 1/27/14 [DATE] IS  
3 AGENT OF BUYER

4 **GENERAL PROVISIONS**

5 The Buyer, Platteville Area Industrial Development Corporation,  
6 offers to purchase the Property  
7 known as [Street Address] Lot 1 of the attached Certified Survey Map, Exhibit A,  
8 in the City of Platteville, County of Grant, Wisconsin, (insert  
9 additional description, if any, at lines 458-464 or 526-534 or attach as an addendum per line 525), on the following terms:

10 ■ PURCHASE PRICE: One Hundred Fifty Thousand  
11 Dollars (\$150,000.00).

12 ■ EARNEST MONEY OF \$0.00 accompanies this Offer and earnest money of \$  
13 will be mailed, or commercially or personally delivered with 15 days of acceptance to listing broker or  
14 Kopp McKichan, LLP Trust Account.

15 ■ THE BALANCE OF PURCHASE PRICE will be paid in cash or equivalent at closing unless otherwise provided below.

16 ■ INCLUDED IN PURCHASE PRICE: Seller is including in the purchase price the Property, all Fixtures on the Property on the  
17 date of this Offer not excluded at lines 18-19, and the following additional items: NONE

18 ■ NOT INCLUDED IN PURCHASE PRICE: N/A

19 CAUTION: Identify Fixtures that are on the Property (see lines 290-294) to be excluded by Seller or which are rented  
20 and will continue to be owned by the lessor.

21 NOTE: The terms of this Offer, not the listing contract or marketing materials, determine what items are  
22 included/excluded. Annual crops are not part of the purchase price unless otherwise agreed.

23 ■ ZONING: Seller represents that the Property is zoned: M-4

24 **ACCEPTANCE**

25 Acceptance occurs when all Buyers and Sellers have signed one copy of the Offer, or separate but identical  
26 copies of the Offer.

27 CAUTION: Deadlines in the Offer are commonly calculated from acceptance. Consider whether short term deadlines  
28 running from acceptance provide adequate time for both binding acceptance and performance.

29 **BINDING ACCEPTANCE**

30 This Offer is binding upon both Parties only if a copy of the accepted Offer is delivered to Buyer on  
31 or before 2/4/14. Seller may keep the Property on the  
32 market and accept secondary offers after binding acceptance of this Offer.

33 CAUTION: This Offer may be withdrawn prior to delivery of the accepted Offer.

34 **OPTIONAL PROVISIONS**

35 TERMS OF THIS OFFER THAT ARE PRECEDED BY AN OPEN BOX (□) ARE PART OF THIS  
36 OFFER ONLY IF THE BOX IS MARKED SUCH AS WITH AN "X." THEY ARE NOT PART OF THIS OFFER IF MARKED "N/A"  
37 OR ARE LEFT BLANK.

38 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES**

39 Unless otherwise stated in this Offer, delivery of documents and  
40 written notices to a Party shall be effective only when accomplished by one of the methods specified at lines 38-56.

41 (1) **Personal Delivery:** giving the document or written notice personally to the Party, or the Party's recipient for delivery if  
42 named at line 40 or 41.

43 Seller's recipient for delivery (optional): Jim Harms

44 Buyer's recipient for delivery (optional): Thomas H. Geyer

45  (2) **Fax:** fax transmission of the document or written notice to the following telephone number:

46 Seller: (N/A)

Buyer: (608) 348-2980

47  (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a  
48 commercial delivery service, addressed either to the Party, or to the Party's recipient for delivery if named at line 40 or 41, for  
49 delivery to the Party's delivery address at line 49 or 50.

50  (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the Party,  
51 or to the Party's recipient for delivery if named at line 40 or 41, for delivery to the Party's delivery address at line 49 or 50.

52 Delivery address for Seller: 2369 County Trunk Highway B, Platteville, WI 53818

53 Delivery address for Buyer: 44 East Main Street, Platteville, WI 53818

54  (5) **E-Mail:** electronically transmitting the document or written notice to the Party's e-mail address, if given below at line  
55 65 or 56. If this is a consumer transaction where the property being purchased or the sale proceeds are used primarily for  
56 personal, family or household purposes, each consumer providing an e-mail address below has first consented electronically  
57 to the use of electronic documents, e-mail delivery and electronic signatures in the transaction, as required by federal law.

58 E-Mail address for Seller (optional): N/A

E-Mail address for Buyer (optional): ThomasG@kopplaw.net

**PERSONAL DELIVERY/ACTUAL RECEIPT** Personal delivery to, or Actual Receipt by, any named Buyer or Seller

constitutes personal delivery to, or Actual Receipt by, all Buyers or Sellers

*Handwritten notes:*  
2/6/14  
MJP  
D  
2/6/14





121 FENCES: Wis. Stat. § 90.03 requires the owners of adjoining properties to keep and maintain legal fences in equal shares  
 122 where one or both of the properties is used and occupied for farming or grazing purposes.

123 CAUTION: Consider an agreement addressing responsibility for fences if Property or adjoining land is used and  
 124 occupied for farming or grazing purposes.

125 USE VALUE ASSESSMENTS: The use value assessment system values agricultural land based on the income that would be  
 126 generated from its rental for agricultural use rather than its fair market value. When a person converts agricultural land to a  
 127 non-agricultural use (e.g., residential or commercial development), that person may owe a conversion charge. To obtain more  
 128 information about the use value law or conversion charge, contact the Wisconsin Department of Revenue's Equalization  
 129 Section or visit <http://www.revenue.wi.gov/>.

130 FARMLAND PRESERVATION: Rezoning a property zoned farmland preservation to another use or the early termination of a  
 131 farmland preservation agreement or removal of land from such an agreement can trigger payment of a conversion fee equal to  
 132 3 times the class 1 "use value" of the land. Contact the Wisconsin Department of Agriculture, Trade and Consumer Protection  
 133 Division of Agricultural Resource Management or visit <http://www.datcp.state.wi.us/> for more information.

134 CONSERVATION RESERVE PROGRAM (CRP): The CRP encourages farmers, through contracts with the U.S. Department  
 135 of Agriculture, to stop growing crops on highly erodible or environmentally sensitive land and instead to plant a protective  
 136 cover of grass or trees. CRP contracts run for 10 to 15 years, and owners receive an annual rent plus one-half of the cost of  
 137 establishing permanent ground cover. Removing lands from the CRP in breach of a contract can be quite costly. For more  
 138 information call the state Farm Service Agency office or visit <http://www.fsa.usda.gov/>.

139 SHORELAND ZONING ORDINANCES: All counties must adopt shoreland zoning ordinances that meet or are more  
 140 restrictive than Wis. Admin. Code Chapter NR 115. County shoreland zoning ordinances apply to all unincorporated land  
 141 within 1,000 feet of a navigable lake, pond or flowage or within 300 feet of a navigable river or stream and establish minimum  
 142 standards for building setbacks and height limits, cutting trees and shrubs, lot sizes, water runoff, impervious surface  
 143 standards (that may be exceeded only if a mitigation plan is adopted) and repairs to nonconforming structures. Buyers must  
 144 conform to any existing mitigation plans. For more information call the county zoning office or visit <http://www.dnr.state.wi.us/>.  
 145 Buyer is advised to check with the applicable city, town or village for additional shoreland zoning restrictions, if any.

146 **BUYER'S PRE-CLOSING WALK-THROUGH**: Within 3 days prior to closing, at a reasonable time pre-approved by Seller or  
 147 Seller's agent, Buyer shall have the right to walk through the Property to determine that there has been no significant change  
 148 in the condition of the Property, except for ordinary wear and tear and changes approved by Buyer, and that any defects  
 149 Seller has agreed to cure have been repaired in the manner agreed to by the Parties.

150 **PROPERTY DAMAGE BETWEEN ACCEPTANCE AND CLOSING**: Seller shall maintain the Property until the earlier of  
 151 closing or occupancy of Buyer in materially the same condition as of the date of acceptance of this Offer, except for ordinary  
 152 wear and tear. If, prior to closing, the Property is damaged in an amount of not more than five percent (5%) of the selling price,  
 153 Seller shall be obligated to repair the Property and restore it to the same condition that it was on the day of this Offer. No later  
 154 than closing, Seller shall provide Buyer with itemized invoices for all itemizable repairs and restoration. If the damage shall exceed  
 155 such sum, Seller shall promptly notify Buyer in writing of the damage and this Offer may be canceled at option of Buyer.  
 156 Should Buyer elect to carry out this Offer despite such damage, Buyer shall be entitled to the insurance proceeds, if any,  
 157 relating to the damage to the Property, plus a credit towards the purchase price equal to the amount of Seller's deductible on  
 158 such policy, if any. However, if this sale is financed by a land contract or a mortgage to Seller, any insurance proceeds shall  
 159 be held in trust for the sole purpose of restoring the Property.

#### 160 **DEFINITIONS**

161 **ACTUAL RECEIPT**: "Actual Receipt" means that a Party, not the Party's recipient for delivery, if any, has the document or  
 162 written notice physically in the Party's possession, regardless of the method of delivery.

163 **CONDITIONS AFFECTING THE PROPERTY OR TRANSACTION**: "Conditions Affecting the Property or Transaction" are  
 164 defined to include:

- 165 a. Proposed, planned or commenced public improvements or public construction projects which may result in special  
 166 assessments or otherwise materially affect the Property or the present use of the Property.
- 167 b. Government agency or court order requiring repair, alteration or correction of any existing condition.
- 168 c. Land division or subdivision for which required state or local approvals were not obtained.
- 169 d. A portion of the Property in a floodplain, wetland or shoreland zoning area under local, state or federal regulations.
- 170 e. A portion of the Property being subject to, or in violation of, a farmland preservation agreement or in a certified farmland  
 171 preservation zoning district (see lines 130-133), or enrolled in, or in violation of, a Forest Crop, Managed Forest (see lines  
 172 111-120), Conservation Reserve (see lines 134-138), or comparable program.
- 173 f. Boundary or lot disputes, encroachments or encumbrances, a joint driveway or violation of fence laws (Wis. Stat. ch. 90)  
 174 (where one or both of the properties is used and occupied for farming or grazing).
- 175 g. Material violations of environmental rules or other rules or agreements regulating the use of the Property.
- 176 h. Conditions constituting a significant health risk or safety hazard for occupants of the Property.
- 177 i. Underground storage tanks presently or previously on the Property for storage of flammable or combustible liquids,  
 178 including, but not limited to, gasoline and heating oil.
- 179 j. A defect or contamination caused by unsafe concentrations of, or unsafe conditions relating to, pesticides, herbicides,  
 180 fertilizer, radon in water supplies, lead or arsenic in soil, or other potentially hazardous or toxic substances on the  
 181 premises.
- 182 k. Production of methamphetamine (meth) or other hazardous or toxic substances on the Property.
- 183 l. High voltage electric (100 KV or greater) or steel natural gas transmission lines located on but not directly serving the  
 184 Property.
- 185 m. Defects in any well, including unsafe well water due to contaminants such as coliform, nitrates and atrazine, and out-of  
 186 service wells and cisterns required to be abandoned (Wis. Admin. Code § NR 812.26) but that are not closed/abandoned  
 187 according to applicable regulations.

188 (Definitions Continued on page 5)

IF LINE 190 IS NOT MARKED OR IS MARKED N/A, LINES 230-236 APPLY.

189  
190  **FINANCING CONTINGENCY:** This Offer is contingent upon Buyer being able to obtain a written financing commitment for  
191 a [INSERT LOAN PROGRAM OR SOURCE] first mortgage  
192 loan commitment as described below, within 30 days of acceptance of this Offer. The financing selected shall be in an  
193 amount of not less than \$150,000.00 for a term of not less than 30 years, amortized over not less than 30 years.  
194 Initial monthly payments of principal and interest shall not exceed \$700.00 a month. Monthly payments may  
195 also include 1/12th of the estimated net annual real estate taxes, hazard insurance premiums, and private mortgage insurance  
196 premiums. The mortgage may not include a prepayment premium. Buyer agrees to pay discount points and/or loan origination  
197 fee in an amount not to exceed 0% of the loan. If the purchase price under this Offer is modified, the financed amount,  
198 unless otherwise provided, shall be adjusted to the same percentage of the purchase price as in this contingency and the  
199 monthly payments shall be adjusted as necessary to maintain the term and amortization stated above,  
200 **CHECK AND COMPLETE APPLICABLE FINANCING PROVISION AT LINE 201 OR 202.**

201  **FIXED RATE FINANCING:** The annual rate of interest shall not exceed 3.0%.  
202  **ADJUSTABLE RATE FINANCING:** The initial annual interest rate shall not exceed % . The initial interest  
203 rate shall be fixed for months, at which time the interest rate may be increased not more than % per  
204 year. The maximum interest rate during the mortgage term shall not exceed % . Monthly payments of principal  
205 and interest may be adjusted to reflect interest changes.

206 If Buyer is using multiple loan sources or obtaining a construction loan or land contract financing, describe at lines 458-464 or  
207 528-534 or in an addendum attached per line 525.

208 **BUYER'S LOAN COMMITMENT:** Buyer agrees to pay all customary loan and closing costs, to promptly apply for a  
209 mortgage loan, and to provide evidence of application promptly upon request of Seller. If Buyer qualifies for the loan described  
210 in this Offer or another loan acceptable to Buyer, Buyer agrees to deliver to Seller a copy of the written loan commitment no  
211 later than the deadline at line 192. Buyer and Seller agree that delivery of a copy of any written loan commitment to  
212 Seller (even if subject to conditions) shall satisfy the Buyer's financing contingency if, after review of the loan  
213 commitment, Buyer has directed, in writing, delivery of the loan commitment. Buyer's written direction shall  
214 accompany the loan commitment. Delivery shall not satisfy this contingency if accompanied by a notice of  
215 unacceptability.

216 **CAUTION:** The delivered commitment may contain conditions Buyer must yet satisfy to obligate the lender to provide  
217 the loan. **BUYER, BUYER'S LENDER AND AGENTS OF BUYER OR SELLER SHALL NOT DELIVER A LOAN**  
218 **COMMITMENT TO SELLER OR SELLER'S AGENT WITHOUT BUYER'S PRIOR WRITTEN APPROVAL OR UNLESS**  
219 **ACCOMPANIED BY A NOTICE OF UNACCEPTABILITY.**

220 **SELLER TERMINATION RIGHTS:** If Buyer does not make timely delivery of said commitment, Seller may terminate this  
221 Offer if Seller delivers a written notice of termination to Buyer prior to Seller's Actual Receipt of a copy of Buyer's written loan  
222 commitment.

223 **FINANCING UNAVAILABILITY:** If financing is not available on the terms stated in this Offer (and Buyer has not already  
224 delivered an acceptable loan commitment for other financing to Seller), Buyer shall promptly deliver written notice to Seller of  
225 same including copies of lender(s)' rejection letter(s) or other evidence of unavailability. Unless a specific loan source is  
226 named in this Offer, Seller shall then have 10 days to deliver to Buyer written notice of Seller's decision to finance this  
227 transaction on the same terms set forth in this Offer and this Offer shall remain in full force and effect, with the time for closing  
228 extended accordingly. If Seller's notice is not timely given, this Offer shall be null and void. Buyer authorizes Seller to obtain  
229 any credit information reasonably appropriate to determine Buyer's credit worthiness for Seller financing.

230 **IF THIS OFFER IS NOT CONTINGENT ON FINANCING:** Within 7 days of acceptance, a financial institution or third party  
231 in control of Buyer's funds shall provide Seller with reasonable written verification that Buyer has, at the time of verification,  
232 sufficient funds to close. If such written verification is not provided, Seller has the right to terminate this Offer by delivering  
233 written notice to Buyer. Buyer may or may not obtain mortgage financing but does not need the protection of a financing  
234 contingency. Seller agrees to allow Buyer's appraiser access to the Property for purposes of an appraisal. Buyer understands  
235 and agrees that this Offer is not subject to the appraisal meeting any particular value, unless this Offer is subject to an  
236 appraisal contingency, nor does the right of access for an appraisal constitute a financing contingency.

237  **APPRAISAL CONTINGENCY:** This Offer is contingent upon the Buyer or Buyer's lender having the Property appraised  
238 at Buyer's expense by a Wisconsin licensed or certified independent appraiser who issues an appraisal report dated  
239 subsequent to the date of this Offer indicating an appraised value for the Property equal to or greater than the agreed upon  
240 purchase price. This contingency shall be deemed satisfied unless Buyer, within days of acceptance, delivers to  
241 Seller a copy of the appraisal report which indicates that the appraised value is not equal to or greater than the agreed upon  
242 purchase price, accompanied by a written notice of termination.

243 **CAUTION:** An appraisal ordered by Buyer's lender may not be received until shortly before closing. Consider whether  
244 deadlines provide adequate time for performance.

**DEFINITIONS CONTINUED FROM PAGE 3**

- 245
- 246 n. Defects in any septic system or other sanitary disposal system on the Property or out-of-service septic systems not  
247 closed/abandoned according to applicable regulations.
- 248 o. Subsoil conditions which would significantly increase the cost of development including, but not limited to, subsurface  
249 foundations or waste material; organic or non-organic fill; dumpsites where pesticides, herbicides, fertilizer or other toxic  
250 or hazardous materials or containers for these materials were disposed of in violation of manufacturer's or government  
251 guidelines or other laws regulating said disposal; high groundwater; adverse soil conditions (e.g. low load bearing  
252 capacity, earth or soil movement, slides) or excessive rocks or rock formations.
- 253 p. Brownfields (abandoned, idled or under-used land which may be subject to environmental contamination) or other  
254 contaminated land, or soils contamination remediated under PECFA, the Department of Natural Resources (DNR)  
255 Remediation and Redevelopment Program, the Agricultural Chemical Cleanup Program or other similar program.
- 256 q. Lack of legal vehicular access to the Property from public roads.
- 257 r. Homeowners' associations, common areas shared or co-owned with others, zoning violations or nonconforming uses,  
258 conservation easements, restrictive covenants, rights-of-way, easements, easement maintenance agreements, or use of  
259 a part of Property by non-owners, other than recorded utility easements.
- 260 s. Special purpose district, such as a drainage district, lake district, sanitary district or sewer district, that has the authority to  
261 impose assessments against the real property located within the district.
- 262 t. Federal, state or local regulations requiring repairs, alterations or corrections of an existing condition.
- 263 u. Property tax increases, other than normal annual increases; completed or pending property tax reassessment of the  
264 Property, or proposed or pending special assessments.
- 265 v. Burial sites, archeological artifacts, mineral rights, orchards or endangered species.
- 266 w. Flooding, standing water, drainage problems or other water problems on or affecting the Property.
- 267 x. Material damage from fire, wind, floods, earthquake, expansive soils, erosion or landslides.
- 268 y. Significant odor, noise, water intrusion or other irritants emanating from neighboring property.
- 269 z. Substantial crop damage from disease, insects, soil contamination, wildlife or other causes; diseased trees; or substantial  
270 injuries or disease in livestock on the Property or neighboring properties.
- 271 aa. Existing or abandoned manure storage facilities on the Property.
- 272 bb. Impact fees, or other conditions or occurrences that would significantly increase development costs or reduce the value of  
273 the Property to a reasonable person with knowledge of the nature and scope of the condition or occurrence.
- 274 cc. The Property is subject to a mitigation plan required by DNR rules related to county shoreland zoning ordinances that  
275 obligates the owner to establish or maintain certain measures related to shoreland conditions, enforceable by the county  
276 (see lines 139-145).
- 277 dd. All or part of the land has been assessed as agricultural land, the owner has been assessed a use-value conversion  
278 charge or the payment of a use-value conversion charge has been deferred.
- 279 ■ **DEADLINES:** "Deadlines" expressed as a number of "days" from an event, such as acceptance, are calculated by excluding  
280 the day the event occurred and by counting subsequent calendar days. The deadline expires at midnight on the last day.  
281 Deadlines expressed as a specific number of "business days" exclude Saturdays, Sundays, any legal public holiday under  
282 Wisconsin or Federal law, and any other day designated by the President such that the postal service does not receive  
283 registered mail or make regular deliveries on that day. Deadlines expressed as a specific number of "hours" from the  
284 occurrence of an event, such as receipt of a notice, are calculated from the exact time of the event, and by counting 24 hours  
285 per calendar day. Deadlines expressed as a specific day of the calendar year or as the day of a specific event, such as  
286 closing, expire at midnight of that day.
- 287 ■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that would  
288 significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or replaced would  
289 significantly shorten or adversely affect the expected normal life of the premises.
- 290 ■ **FIXTURE:** A "Fixture" is an item of property which is physically attached to or so closely associated with land so as to be  
291 treated as part of the real estate, including, without limitation, physically attached items not easily removable without damage  
292 to the premises, items specifically adapted to the premises, and items customarily treated as fixtures, including, but not limited  
293 to, all: perennial crops; garden bulbs; plants; shrubs and trees and fences; storage buildings on permanent foundations and  
294 docks/piers on permanent foundations.
- 295 **CAUTION:** Exclude any Fixtures to be retained by Seller or which are rented on lines 18-19.
- 296 ■ **PROPERTY:** Unless otherwise stated, "Property" means the real estate described at lines 4-7.
- 297 **PROPERTY DEVELOPMENT WARNING** If Buyer contemplates developing Property for a use other than the current use,  
298 there are a variety of issues which should be addressed to ensure the development or new use is feasible. Municipal and  
299 zoning ordinances, recorded building and use restrictions, covenants and easements may prohibit certain improvements or  
300 uses and therefore should be reviewed. Building permits, zoning variances, Architectural Control Committee approvals,  
301 estimates for utility hook-up expenses, special assessments, changes for installation of roads or utilities, environmental audits,  
302 subsoil tests, or other development related fees may need to be obtained or verified in order to determine the feasibility of  
303 development of, or a particular use for, a property. Optional contingencies which allow Buyer to investigate certain of these  
304 issues can be found at lines 306-350 and Buyer may add contingencies as needed in addenda (see line 525). Buyer should  
305 review any plans for development or use changes to determine what issues should be addressed in these contingencies.

306  **PROPOSED USE CONTINGENCIES:** Buyer is purchasing the Property for the purpose of: storm water detention pond  
 307  
 308  
 309 (Insert proposed use and type and size of building, if applicable; e.g. three bedroom single family home). The optional  
 310 provisions checked on lines 314-345 shall be deemed satisfied unless Buyer, with 30 days of acceptance, delivers  
 311 written notice to Seller specifying those items which cannot be satisfied and written evidence substantiating why each specific  
 312 item included in Buyer's notice cannot be satisfied. Upon delivery of Buyer's notice, this Offer shall be null and void. Seller  
 313 agrees to cooperate with Buyer as necessary to satisfy the contingencies checked at lines 314-350.  
 314  **ZONING CLASSIFICATION CONFIRMATION:** This Offer is contingent upon Buyer obtaining, at Buyer's  
 315 ("Buyer's" if neither is chosen) expense, verification that the Property is zoned M-4  
 316 and that the Property's zoning allows the Buyer's proposed use described at lines 306-308.  
 317  **SUBSOILS:** This offer is contingent upon Buyer obtaining, at ("Buyer's" if neither  
 318 is chosen) expense, written evidence from a qualified soils expert that the Property is free of any subsoll condition which  
 319 would make the proposed use described at lines 306-308 impossible or significantly increase the costs of such  
 320 development.  
 321  **PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM (POWTS) SUITABILITY:** This Offer is contingent  
 322 upon Buyer obtaining, at ("Buyer's" if neither is chosen) expense, written evidence from  
 323 a certified soils tester that (a) the soils at the Property locations selected by Buyer, and (b) all other conditions that must  
 324 be approved, meet the legal requirements in effect on the date of this Offer to obtain a permit for a POWTS for use of the  
 325 Property as stated on lines 306-308. The POWTS (septic system) allowed by the written evidence must be one of  
 326 the following POWTS that is approved by the State for use with the type of property identified at lines 306-308  **CHECK**  
 327 **ALL THAT APPLY:**  conventional in-ground;  mound;  at grade;  in-ground pressure distribution;  holding tank;  
 328  other:  
 329  **EASEMENTS AND RESTRICTIONS:** This Offer is contingent upon Buyer obtaining, at Buyer's  
 330 ("Buyer's" if neither is chosen) expense, copies of all public and private easements, covenants and restrictions  
 331 affecting the Property and a written determination by a qualified independent third party that none of these prohibit or  
 332 significantly delay or increase the costs of the proposed use or development identified at lines 306-308.  
 333  **APPROVALS:** This Offer is contingent upon Buyer obtaining, at ("Buyer's" if  
 334 neither is chosen) expense, permits, approvals and licenses, as appropriate, or the final discretionary action by the  
 335 granting authority prior to the issuance of such permits, approvals and licenses, for the following items related to Buyer's  
 336 proposed use; storm water detention pond  
 337  
 338  **UTILITIES:** This Offer is contingent upon Buyer's obtaining, at ("Buyer's" if neither  
 339 is chosen) expense, written verification of the following utility connections at the listed locations (e.g., on the Property, at  
 340 the lot line, across the street, etc.)  **CHECK AND COMPLETE AS APPLICABLE:**  electricity ;  
 341  gas ;  sewer ;  water ;  
 342  telephone ;  cable ;  other ;  
 343  **ACCESS TO PROPERTY:** This Offer is contingent upon Buyer obtaining, at  
 344 ("Buyer's" if neither is chosen) expense, written verification that there is legal vehicular access to the Property from public  
 345 roads.  
 346  **LAND USE APPROVAL:** This Offer is contingent upon Buyer obtaining, at ("Buyer's" if  
 347 neither is chosen) expense, a  rezoning;  conditional use permit;  license;  variance;  building permit;   
 348 occupancy permit;  other  **CHECK ALL THAT APPLY** and delivering  
 349 written notice to Seller if the item cannot be obtained, all within \_\_\_\_\_ days of acceptance for the Property for its proposed  
 350 use described at lines 306-308.  
 351  **MAP OF THE PROPERTY:** This Offer is contingent upon ("Seller  
 352 providing" if neither is chosen) a Map of the Property dated subsequent to the date of acceptance of this Offer prepared by a  
 353 registered land surveyor, within \_\_\_\_\_ days of acceptance, at ("Seller's" if neither is chosen)  
 354 expense. The map shall show minimum of \_\_\_\_\_ acres, maximum of \_\_\_\_\_ acres, the legal description of the  
 355 Property, the Property's boundaries and dimensions, visible encroachments upon the Property, the location of improvements,  
 356 if any, and;  
 357 **[STRIKE AND COMPLETE AS APPLICABLE]** Additional map features which may be added include, but are not limited to:  
 358 staking of all corners of the Property; identifying dedicated and apparent streets; lot dimensions; total acreage or square  
 359 footage; easements or rights-of-way. **CAUTION:** Consider the cost and the need for map features before selecting them.  
 360 Also consider the time required to obtain the map when setting the deadline. This contingency shall be deemed satisfied  
 361 unless Buyer, within five days of the earlier of: (1) Buyer's receipt of the map; or (2) the deadline for delivery of said map,  
 362 delivers to Seller a copy of the map and a written notice which identifies: (1) the significant encroachment; (2) information  
 363 materially inconsistent with prior representations; or (3) failure to meet requirements stated within this contingency.  
 364 Upon delivery of Buyer's notice, this Offer shall be null and void.

**PROPERTY DIMENSIONS AND SURVEYS**

365 Buyer acknowledges that any land dimensions, total square footage, acreage  
 366 figures, or allocation of acreage information, provided to Buyer by Seller or by a broker, may be approximate because of  
 367 rounding, formulas used or other reasons, unless verified by survey or other means.  
 368 **CAUTION:** Buyer should verify land dimensions, total square footage/acreage figures and allocation of acreage  
 369 information if material to Buyer's decision to purchase.

**EARNEST MONEY**

370  
 371 ■ **HELD BY:** Unless otherwise agreed, earnest money shall be paid to and held in the trust account of the listing broker  
 372 (Buyer's agent if Property is not listed or Seller's account if no broker is involved), until applied to the purchase price or  
 373 otherwise disbursed as provided in the Offer.  
 374 **CAUTION:** Should persons other than a broker hold earnest money, an escrow agreement should be drafted by the  
 375 Parties or an attorney. If someone other than Buyer makes payment of earnest money, consider a special  
 376 disbursement agreement.  
 377 ■ **DISBURSEMENT:** If negotiations do not result in an accepted offer, the earnest money shall be promptly disbursed (after  
 378 clearance from payor's depository institution if earnest money is paid by check) to the person(s) who paid the earnest money.  
 379 At closing, earnest money shall be disbursed according to the closing statement. If this Offer does not close, the earnest  
 380 money shall be disbursed according to a written disbursement agreement signed by all Parties to this Offer. If said  
 381 disbursement agreement has not been delivered to broker within 60 days after the date set for closing, broker may disburse  
 382 the earnest money: (1) as directed by an attorney who has reviewed the transaction and does not represent Buyer or Seller;  
 383 (2) into a court hearing a lawsuit involving the earnest money and all Parties to this Offer; (3) as directed by court order; or (4)  
 384 any other disbursement required or allowed by law. Broker may retain legal services to direct disbursement per (1) or to file an  
 385 interpleader action per (2) and broker may deduct from the earnest money any costs and reasonable attorneys fees, not to  
 386 exceed \$250, prior to disbursement.  
 387 ■ **LEGAL RIGHTS/ACTION:** Broker's disbursement of earnest money does not determine the legal rights of the Parties in  
 388 relation to this Offer. Buyer's or Seller's legal right to earnest money cannot be determined by broker. At least 30 days prior to  
 389 disbursement per (1) or (4) above, broker shall send Buyer and Seller notice of the disbursement by certified mail. If Buyer or  
 390 Seller disagree with broker's proposed disbursement, a lawsuit may be filed to obtain a court order regarding disbursement.  
 391 Small Claims Court has jurisdiction over all earnest money disputes arising out of the sale of residential property with 1-4  
 392 dwelling units and certain other earnest money disputes. Buyer and Seller should consider consulting attorneys regarding their  
 393 legal rights under this Offer in case of a dispute. Both Parties agree to hold the broker harmless from any liability for good faith  
 394 disbursement of earnest money in accordance with this Offer or applicable Department of Regulation and Licensing  
 395 regulations concerning earnest money. See Wis. Admin. Code Ch. RL 18.

**DISTRIBUTION OF INFORMATION**

396 Buyer and Seller authorize the agents of Buyer and Seller to: (i) distribute copies of the  
 397 Offer to Buyer's lender, appraisers, title insurance companies and any other settlement service providers for the transaction as  
 398 defined by the Real Estate Settlement Procedures Act (RESPA); (ii) report sales and financing concession data to multiple  
 399 listing service sold databases; and (iii) provide active listing, pending sale, closed sale and financing concession information  
 400 and data, and related information regarding seller contributions, incentives or assistance, and third party gifts, to appraisers  
 401 researching comparable sales, market conditions and listings, upon inquiry.

**NOTICE ABOUT SEX OFFENDER REGISTRY**

402 You may obtain information about the sex offender registry and persons  
 403 registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at  
 404 <http://www.widocoffenders.org> or by telephone at (608) 240-5830.

405  **SECONDARY OFFER:** This Offer is secondary to a prior accepted offer. This Offer shall become primary upon delivery  
 406 of written notice to Buyer that this Offer is primary. Unless otherwise provided, Seller is not obligated to give Buyer notice prior  
 407 to any deadline, nor is any particular secondary buyer given the right to be made primary ahead of other secondary buyers.  
 408 Buyer may declare this Offer null and void by delivering written notice of withdrawal to Seller prior to delivery of Seller's notice  
 409 that this Offer is primary. Buyer may not deliver notice of withdrawal earlier than \_\_\_\_\_ days after acceptance of this Offer. All  
 410 other Offer deadlines which are run from acceptance shall run from the time this Offer becomes primary.

411 **TIME IS OF THE ESSENCE:** "Time is of the Essence" as to: (1) earnest money payment(s); (2) binding acceptance; (3)  
 412 occupancy; (4) date of closing; (5) contingency Deadlines; ~~STRIKE AS APPLICABLE~~ and all other dates and Deadlines in this  
 413 Offer except: none other.

414 If "Time is of the Essence" applies to a date or Deadline, failure to perform by the exact date or Deadline is a breach of  
 415 contract. If "Time is of the Essence" does not apply to a date or Deadline, then performance within a reasonable time of the  
 416 date or Deadline is allowed before a breach occurs.

417 **TITLE EVIDENCE**

418 **CONVEYANCE OF TITLE:** Upon payment of the purchase price, Seller shall convey the Property by warranty deed  
 419 (or trustee's deed if Seller is a trust, personal representative's deed if Seller is an estate or other conveyance as  
 420 provided herein), free and clear of all liens and encumbrances, except: municipal and zoning ordinances and agreements  
 421 entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use  
 422 restrictions and covenants, present uses of the Property in violation of the foregoing disclosed in Seller's disclosure report and  
 423 in this Offer, general taxes levied in the year of closing and none other.

424

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426

427 which constitutes merchantable title for purposes of this transaction. Seller shall complete and execute the documents  
 428 necessary to record the conveyance at Seller's cost and pay the Wisconsin Real Estate Transfer Fee.

429 **TITLE EVIDENCE:** Seller shall give evidence of title in the form of an owner's policy of title insurance in the amount of the  
 430 purchase price on a current ALTA form issued by an insurer licensed to write title insurance in Wisconsin. Seller shall pay all  
 431 costs of providing title evidence to Buyer. Buyer shall pay all costs of providing title evidence required by Buyer's lender.

432 **GAP ENDORSEMENT:** Seller shall provide a "gap" endorsement or equivalent gap coverage at  
 433 ("Seller's" if neither chosen) cost to provide coverage for any liens or encumbrances first filed or recorded after the  
 434 effective date of the title insurance commitment and before the deed is recorded, subject to the title insurance policy  
 435 exclusions and exceptions, provided the title company will issue the endorsement. If a gap endorsement or equivalent gap  
 436 coverage is not available, Buyer may give written notice that title is not acceptable for closing (see lines 442-449).

437 **PROVISION OF MERCHANTABLE TITLE:** For purposes of closing, title evidence shall be acceptable if the required title  
 438 insurance commitment is delivered to Buyer's attorney or Buyer not more than \_\_\_\_\_ days after acceptance ("15" if left blank),  
 439 showing title to the Property as of a date no more than 15 days before delivery of such title evidence to be merchantable per  
 440 lines 418-427, subject only to liens which will be paid out of the proceeds of closing and standard title insurance requirements  
 441 and exceptions, as appropriate.

442 **TITLE NOT ACCEPTABLE FOR CLOSING:** If title is not acceptable for closing, Buyer shall notify Seller in writing of  
 443 objections to title within \_\_\_\_\_ days ("15" if left blank) after delivery of the title commitment to Buyer or Buyer's attorney. In  
 444 such event, Seller shall have a reasonable time, but not exceeding \_\_\_\_\_ days ("5" if left blank) from Buyer's delivery of the  
 445 notice stating title objections, to deliver notice to Buyer stating Seller's election to remove the objections by the time set for  
 446 closing. In the event that Seller is unable to remove said objections, Buyer may deliver to Seller written notice waiving the  
 447 objections, and the time for closing shall be extended accordingly. If Buyer does not waive the objections, Buyer shall deliver  
 448 written notice of termination and this Offer shall be null and void. Providing title evidence acceptable for closing does not  
 449 extinguish Seller's obligations to give merchantable title to Buyer.

450 **SPECIAL ASSESSMENTS:** Special assessments, if any, levied or for work actually commenced prior to the date of this  
 451 Offer shall be paid by Seller no later than closing. All other special assessments shall be paid by Buyer.

452 **CAUTION:** Consider a special agreement if area assessments, property owners association assessments, special  
 453 charges for current services under Wis. Stat. § 66.0627 or other expenses are contemplated. "Other expenses" are  
 454 one-time charges or ongoing use fees for public improvements (other than those resulting in special assessments)  
 455 relating to curb, gutter, street, sidewalk, municipal water, sanitary and storm water and storm sewer (including all  
 456 sewer mains and hook-up/connection and interceptor charges), parks, street lighting and street trees, and impact  
 457 fees for other public facilities, as defined in Wis. Stat. § 66.0617(1)(f).

458 **ADDITIONAL PROVISIONS/CONTINGENCIES**

459 of real estate to be conveyed for the purpose of a non-exclusive easement for ingress and egress purposes to Lot 1A depicted  
 460 on CSM, Exhibit A attached. Buyer to pay all closing costs of Seller to be defined as owner's title insurance commitment;  
 461 Wisconsin Real Estate transfer tax; and survey costs.

462

463

464

465 **DEFAULT** Seller and Buyer each have the legal duty to use good faith and due diligence in completing the terms and  
 466 conditions of this Offer. A material failure to perform any obligation under this Offer is a default which may subject the  
 467 defaulting party to liability for damages or other legal remedies.

468 If **Buyer defaults**, Seller may:

- 469 (1) sue for specific performance and request the earnest money as partial payment of the purchase price; or  
 470 (2) terminate the Offer and have the option to: (a) request the earnest money as liquidated damages; or (b) sue for  
 471 actual damages.

472 If **Seller defaults**, Buyer may:

- 473 (1) sue for specific performance; or  
 474 (2) terminate the Offer and request the return of the earnest money, sue for actual damages, or both.

475 In addition, the Parties may seek any other remedies available in law or equity.

476 The Parties understand that the availability of any judicial remedy will depend upon the circumstances of the situation and the  
 477 discretion of the courts. If either Party defaults, the Parties may renegotiate the Offer or seek nonjudicial dispute resolution  
 478 instead of the remedies outlined above. By agreeing to binding arbitration, the Parties may lose the right to litigate in a court of  
 479 law those disputes covered by the arbitration agreement.

480 **NOTE: IF ACCEPTED, THIS OFFER CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD**  
 481 **READ THIS DOCUMENT CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS**  
 482 **OF THE OFFER BUT ARE PROHIBITED BY LAW FROM GIVING ADVICE OR OPINIONS CONCERNING YOUR LEGAL**  
 483 **RIGHTS UNDER THIS OFFER OR HOW TITLE SHOULD BE TAKEN AT CLOSING. AN ATTORNEY SHOULD BE**  
 484 **CONSULTED IF LEGAL ADVICE IS NEEDED.**

485 **ENTIRE CONTRACT** This Offer, including any amendments to it, contains the entire agreement of the Buyer and Seller  
 486 regarding the transaction. All prior negotiations and discussions have been merged into this Offer. This agreement binds and  
 487 inures to the benefit of the Parties to this Offer and their successors in interest.

488 **INSPECTIONS AND TESTING** Buyer may only conduct inspections or tests if specific contingencies are included as a part of  
 489 this Offer. An "inspection" is defined as an observation of the Property which does not include an appraisal or testing of the  
 490 Property, other than testing for leaking carbon monoxide, or testing for leaking LP gas or natural gas used as a fuel source,  
 491 which are hereby authorized. A "test" is defined as the taking of samples of materials such as soils, water, air or building  
 492 materials from the Property and the laboratory or other analysis of these materials. Seller agrees to allow Buyer's inspectors,  
 493 testers and appraisers reasonable access to the Property upon advance notice, if necessary to satisfy the contingencies in  
 494 this Offer. Buyer and licensees may be present at all inspections and testing. Except as otherwise provided, Seller's  
 495 authorization for inspections does not authorize Buyer to conduct testing of the Property.

496 **NOTE: Any contingency authorizing testing should specify the areas of the Property to be tested, the purpose of the**  
 497 **test, (e.g., to determine if environmental contamination is present), any limitations on Buyer's testing and any other**  
 498 **material terms of the contingency.**

499 Buyer agrees to promptly restore the Property to its original condition after Buyer's inspections and testing are completed  
 500 unless otherwise agreed to with Seller. Buyer agrees to promptly provide copies of all inspection and testing reports to Seller.  
 501 Seller acknowledges that certain inspections or tests may detect environmental pollution which may be required to be reported  
 502 to the Wisconsin Department of Natural Resources.



503  **INSPECTION CONTINGENCY:** This contingency only authorizes inspections, not testing (see lines 488-502). This Offer  
 504 is contingent upon a qualified independent inspector(s) conducting an inspection(s), of the Property which discloses no  
 505 Defects. This Offer is further contingent upon a qualified independent inspector or independent qualified third party performing  
 506 an inspection of  
 507 (list any Property feature(s) to be separately inspected, e.g., dumpsite, etc.) which discloses no Defects. Buyer shall order the  
 508 inspection(s) and be responsible for all costs of inspection(s). Buyer may have follow-up inspections recommended in a  
 509 written report resulting from an authorized inspection performed provided they occur prior to the deadline specified at line 513.  
 510 Inspection(s) shall be performed by a qualified independent inspector or independent qualified third party.  
 511 **CAUTION:** Buyer should provide sufficient time for the primary inspection and/or any specialized inspection(s), as  
 512 well as any follow-up inspection(s).

513 This contingency shall be deemed satisfied unless Buyer, within \_\_\_\_\_ days of acceptance, delivers to Seller a copy of the written  
 514 inspection report(s) and a written notice listing the Defect(s) identified in those report(s) to which Buyer objects (Notice of Defects).  
 515 **CAUTION: A proposed amendment is not a Notice of Defects and will not satisfy this notice requirement.**

516 For the purposes of this contingency, Defects (see lines 287-289) do not include conditions the nature and extent of which the  
 517 Buyer had actual knowledge or written notice before signing this Offer.

518  **RIGHT TO CURE:** Seller \_\_\_\_\_ ("shall" if neither is chosen) have a right to cure the Defects. If  
 519 Seller has the right to cure, Seller may satisfy this contingency by: (1) delivering written notice to Buyer within 10 days of  
 520 Buyer's delivery of the Notice of Defects stating Seller's election to cure Defects; (2) curing the Defects in a good and  
 521 workmanlike manner; and (3) delivering to Buyer a written report detailing the work done within 3 days prior to closing. This  
 522 Offer shall be null and void if Buyer makes timely delivery of the Notice of Defects and written inspection report(s) and: (1)  
 523 Seller does not have a right to cure or (2) Seller has a right to cure but: (a) Seller delivers written notice that Seller will not cure  
 524 or (b) Seller does not timely deliver the written notice of election to cure.

525  **ADDENDA:** The attached CSM, Exhibit A, is/are made part of this Offer.

526 ADDITIONAL PROVISIONS/CONTINGENCIES

535 This Offer was drafted by [Licensee and Firm] Thomas H. Geyer of Kopp McKlchan, LLP

536 on 1/27/14

537 (X) *Kevin A. Raisbeck*  
 538 Buyer's Signature ▲ Print Name Here ► Platteville Area Industrial Development Corporation by Kevin Raisbeck, President Date ▲ 1/29/14

539 (X)  
 540 Buyer's Signature ▲ Print Name Here ► Date ▲

541 EARNEST MONEY RECEIPT Broker acknowledges receipt of earnest money as per line 10 of the above Offer.

542 Broker (by) Thomas H. Geyer of Kopp McKlchan, LLP  
 543 **SELLER ACCEPTS THIS OFFER. THE WARRANTIES, REPRESENTATIONS AND COVENANTS MADE IN THIS OFFER**  
 544 **SURVIVE CLOSING AND THE CONVEYANCE OF THE PROPERTY. SELLER AGREES TO CONVEY THE PROPERTY ON**  
 545 **THE TERMS AND CONDITIONS AS SET FORTH HEREIN AND ACKNOWLEDGES RECEIPT OF A COPY OF THIS OFFER.**

546 (X) *James F. Harms*  
 547 Seller's Signature ▲ Print Name Here ► James F. Harms Date ▲ 2/6/14

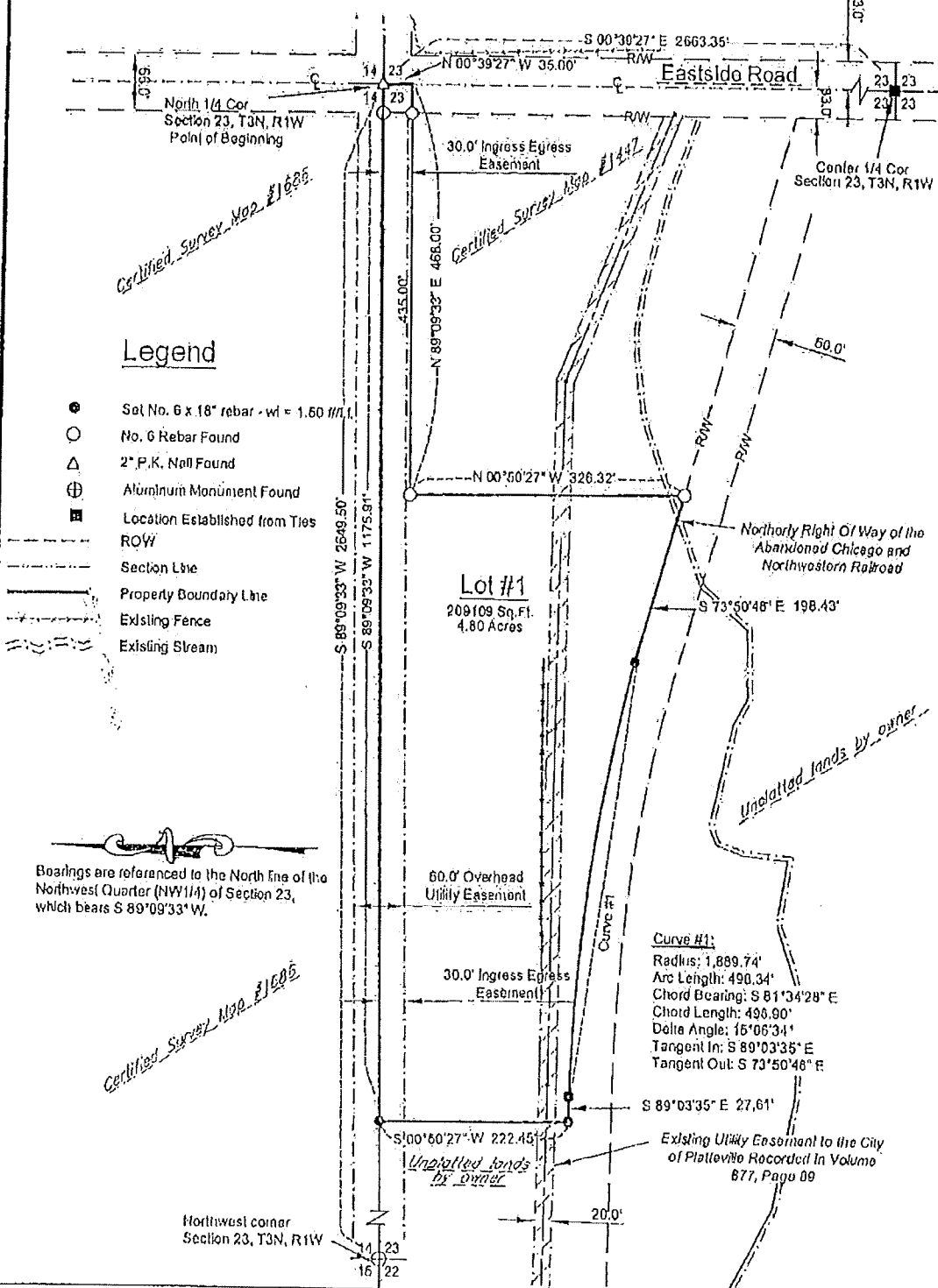
548 (X) *Doris J. Harms*  
 549 Seller's Signature ▲ Print Name Here ► Doris J. Harms Date ▲ 2/6/14

550 This Offer was presented to Seller by [Licensee and Firm]  
 551 on at

552 This Offer is rejected This Offer is countered [See attached counter]  
 553 Seller Initials ▲ Date ▲ Seller Initials ▲ Date ▲

# CERTIFIED SURVEY MAP NO.

Located in the Northeast 1/4 of the Northwest 1/4 of Section 23, Town 3 North,  
Range 1 West of the 4th P.M., City of Platteville, Grant County, Wisconsin



## Legend

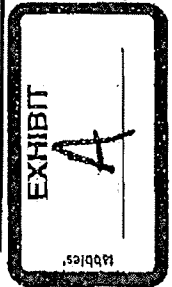
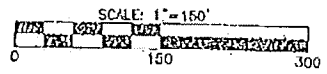
- Set No. 6 x 18" rebar - wd = 1.60 1/4"
- No. 6 Rebar Found
- △ 2" P.K. Nail Found
- ⊕ Aluminum Monument Found
- Location Established from Ties
- ROW
- - - Section Line
- Property Boundary Line
- - - Existing Fence
- ~ ~ ~ Existing Stream

Bearings are referenced to the North line of the Northwest Quarter (NW1/4) of Section 23, which bears S 89°09'33" W.

**DELTA 3 ENGINEERING**  
 Professional Civil-Municipal & Structural Engineering  
 Grant County Land Development Planning & CAD Services  
 875 South Cassin Street Phone: (608) 348-5355  
 Platteville, Wisconsin 53818 Fax: (608) 348-5355

For: Joines Farms  
 2309 County "G"  
 Platteville, WI 53818

DRAWN BY: R. Sedgwick  
 APPROVED: S. King  
 CRIV: BS, 00  
 Data: G:\Projects\2013\013-102\CAD\Exsting\Existing.dwg  
 Drawing: G:\Projects\2013\013-102\CAD\Survey\CSM\_Harris.dwg



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Located in the Northeast 1/4 of the Northwest 1/4 of Section 23, Town 3 North,  
Range 1 West of the 4th P.M., City of Platteville, Grant County, Wisconsin

## Surveyor's Certificate:

I, Stanley J. King, Registered Wisconsin Land Surveyor, do hereby certify:

That I have surveyed, divided, and mapped this Certified Survey Map, being located in the Northeast 1/4 of the Northwest 1/4 of Section Twenty Three (23), Town Three North (T3N), Range One West (R1W) of the Fourth Principal Meridian, City of Platteville, Grant County, Wisconsin, containing 4.80 acres, more or less, and being described as follows:

Commencing at the North Quarter (N1/4) corner of said Section Twenty Three (23) said point being the Point of Beginning;

Thence S 89°09'33" W 1,175.91 along the North line of Section Twenty Three (23);

Thence S 00°50'27" W 222.45' to the North Right of Way of the Abandoned Chicago and Northwest Railroad;

Thence S 89°03'35" E 27.61' along the northerly Right of Way of the Abandoned Chicago and Northwest Railroad;

Thence 498.36' along said centerline on an arc of a curve to the right containing a radius of 1,925.00', an interior angle of 14°50'00", and a chord bearing and distance of S 81°38'35" E 490.92' along the northerly Right of Way of the Abandoned Chicago and Northwest Railroad;

Thence S 73°50'48" E 198.43' along the northerly Right of Way of the Abandoned Chicago and Northwest Railroad to the Southwest corner of Certified Survey Map 1447;

Thence N 00°50'27" W 320.32' along the West line of Certified Survey Map 1447 to the Northwest corner of said map;

Thence N 89°05'33" E 468.00' along the North line of Certified Survey Map 1447 to the Northeast corner of said map and the East line of Northeast 1/4 of the Northwest 1/4;

Thence N 00°39'27" W 35.00' along the East line of the Northeast 1/4 of the Northwest 1/4 to the point of Beginning and being subject to any and all easements of record including the following easement,

Including a 30.0' wide ingress and egress easement of which the North line of the easement is which described as follows:

Commencing at the North 1/4 of Section 23 said point being the point of beginning;

Thence S 89°09'33" W 1,175.91' along the North line of Section 23 and the north line of this easement to the terminus point of said easement.

That I have made such survey, land division, and map by the direction of City of Platteville

There is no warranty with respect to local ordinances.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the subdivision made thereof.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision requirements of the City of Platteville, in surveying, dividing, and mapping the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Stanley J. King, S-2001



For James Morris  
2369 County 'B'  
Platteville, WI 53818

DRAWN BY: R. Sedgwick  
APPROVED: S. King  
CROW: DS,UD

Date: C:\Projects\2013\013-102\CAD\Existing\Footing.dwg  
Drawing: C:\Projects\2013\013-102\CAD\Survey\CSU\_Horitz.dwg

Sheet 2 of 3

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Located in the Northeast 1/4 of the Northwest 1/4 of Section 23, Town 3 North,  
Range 1 West of the 4th P.M., City of Platteville, Grant County, Wisconsin

### Owner's Certificate:

As owner, I hereby certify that I caused the land described herein to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Owner Name: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

### Register of Deeds Certificate:

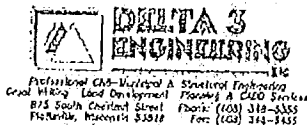
Received for record this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ o'clock, \_\_\_\_\_m

and recorded in Volume \_\_\_\_\_ of Certified Survey Maps on Page (s) \_\_\_\_\_.

\_\_\_\_\_  
Marilyn Pierce, Register of Deeds

### Surveyor's Notes:

Surveyor has made no investigation for easements of record, encumbrances, restrictive covenants, or ownership title evidence, except as specifically shown on this Certified Survey Map. No distance should be assumed by scaling. No underground improvements have been located unless shown and noted. No representations to ownership, use or possession should be hereat implied. Refer to abstract, title, or local ordinances for any additional restriction, easements, or building setback lines. No abstract, nor title commitment, nor results of title searches were furnished to the Surveyor. There may exist documents of record which would affect this parcel.



Tom James, Forms  
2359 County "H"  
Platteville, WI 53818

DRAWN BY: R. Gedwick  
APPROVED: S. King  
CREW: B5, BD

Date: C:\Projects\2013\013-102\CAD\Existing\ExtAleg.dwg  
Drawing: C:\Projects\2013\013-102\CAD\Survey\CSM Forms.dwg

**City of Platteville**  
**STAFF REPORT AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update
--	---------------------------------

**Title:**  
 Platteville Legion Park Endowment Fund

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

City staff have worked with the Community Foundation of Southern Wisconsin, Inc. to draft a Designated Charitable Fund Agreement to establish the Platteville Legion Park Endowment Fund. Money donated to the Fund will be invested by the Community Foundation for both income and growth. A portion of the earnings will be made available each year to the City to maintain, repair, and improve the Legion Park baseball and softball facilities and concession areas. This terminology was taken from our signed contract with Platteville Youth Baseball which established for the creation of this Fund.

**Recommendation:**

City staff is recommending the establishment of the City of Platteville Parks Endowment Fund through the Community Foundation of Southern Wisconsin, Inc. including an initial transfer of \$2,500 from the Platteville Baseball Sign Trust into the Fund. As additional revenue is collected from the outfield advertisements and batting cages, 50% of the proceeds will be transferred into the Fund.

**Fiscal Estimate:**

<b><u>Fiscal Effect (check/circle all that apply)</u></b> <input type="checkbox"/> No fiscal effect <input type="checkbox"/> Creates new expenditure account <input type="checkbox"/> Creates new revenue account <input type="checkbox"/> Increases expenditures <input type="checkbox"/> Increases revenues <input checked="" type="checkbox"/> Decreases fund balance – General Fund	<b><u>Budget Effect:</u></b> <input type="checkbox"/> Expenditure authorized in budget <input type="checkbox"/> No change to budget required <input checked="" type="checkbox"/> Expenditure not authorized in budget <input type="checkbox"/> Budget amendment required
	<b><u>Vote Required:</u></b> <input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

Because this money is invested for income and growth we project annual distributions to be made from the Community Foundation of Southern Wisconsin, Inc to the City of Platteville.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required _____				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
<b>Totals</b>								

**Prepared By:**

Department: Administration  Prepared By: Luke R. Peters	Date: February 13, 2014
---	-------------------------

## Designated Charitable Fund Agreement

I/We, the City of Platteville, (the Donor/s),  
Irrevocably give and transfer to  
the **Community Foundation of Southern Wisconsin, Inc.**, a public charitable nonprofit  
Wisconsin Corporation ("the Community Foundation")

\$ \_\_\_\_\_ Cash

to establish the **Platteville Legion Park Endowment Fund**

to be used as follows:

For charitable projects and programs serving Platteville, Wisconsin (see attached Schedule B).

This contribution, and all additions, shall be credited to the **Platteville Legion Park Endowment Fund** (the "Fund") which shall be maintained, administered, and distributed in such a manner as is consistent with the Community Foundation's status as an organization exempt from federal income taxes under Section 501(c)(3) and 170(b) of the Code.

All assets of the Fund shall be the assets of the Community Foundation and not a separate trust. The Fund shall be held and administered subject to the provisions of the Community Foundation's Articles of Incorporation and Bylaws as presently in effect or as each may from time to time be amended, including those provisions which may permit the Board of Directors to amend, modify or vary any of the purposes, directions, restrictions or conditions set forth in this Agreement.

Grant distribution shall be in accordance with the Community Foundation's spending policy as in effect from time to time.

The effective date of this gift shall be the date that this document, signed by the Donor and control of the contribution is received and accepted by the Community Foundation.

Signature of Donor: \_\_\_\_\_

Address of Donor:

Date signed: \_\_\_\_\_

### Acceptance

The Community Foundation accepts this gift and the purposes for which it is made.

Community Foundation of Southern Wisconsin, Inc.

By: \_\_\_\_\_ Date signed: \_\_\_\_\_

Board approved

## **Schedule B**

(description of restrictions by DONOR)

### **Purpose**

The primary purpose of this fund is to provide financial support for the maintenance, repair, and improvement of the Legion Park baseball/softball facilities and concession areas, located in Platteville, Wisconsin.

### **Distributions**

Annually, the Community Foundation of Southern Wisconsin shall provide a grant to the City of Platteville exclusively for charitable purposes and to support projects (proposed by City of Platteville employee/s most responsible for parks and recreation) that address maintenance, repair, and improvement of the Legion Park baseball/softball facilities and concession areas.

All distributions from this Fund shall be designated: "from the **Platteville Legion Park Endowment Fund**, a component of the Community Foundation of Southern Wisconsin, Inc."

It is the Donor's intent that the Fund will become a permanent endowment with a minimum balance of \$10,000 reached by December 31, 2016. Grants will not be awarded until the Fund has reached the \$10,000 minimum balance. If the minimum is not reached, the assets of the Fund shall be transferred to the Platteville Community Fund endowment.

Grant distribution shall be in accordance with the Community Foundation's spending policy as in effect from time to time.

### **Fees**

The Fund shall be charged the standard administrative and investment management fees being charged by the Foundation at the time the fee is assessed. At present, the administrative fee is 1.25% per annum of the fair market value of the Fund. Twenty-five percent of the annual fee is charged quarterly based on the Fund's average market value using 12 trailing quarters. Funds are allocated proportionate investment management fees relative to the percent of the fund balance to the investment pool. The investment management fees are charged on a monthly basis based on agreements with the Foundation's investment managers.

**City of Platteville  
STAFF REPORT AND  
FISCAL NOTE**

Original       Update

**Title: Beining Trust Donation to EMS**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

The City of Platteville received donations from the Eva Beining Trust for several different departments. The City Council already reviewed the request to establish a permanent trust fund for the care of our City Parks. The Beining funds will be used to match department fundraising efforts and establish the trust fund.

The next department needing guidance is the City's EMS. They also received just over \$40,000 in donations from the Beining Trust. What would the City Council like to do with those funds?

**Recommendation:**

The City Manager would recommend that the funds be preserved, as it is not often that the City receives a donation at this level. Given the number of fundraisers occurring locally at this time, it may be in our best interest to hold the funds and publicize a fundraising effort in the future, using these trust funds as a match to community fund raisers.

Attached is a memo from the EMS Department that requests that some of the available funds be used for life saving equipment. Please also consider their request.

**Impact Of Adopting Proposal:**

**Fiscal Estimate:**

<p><b><u>Fiscal Effect (check/circle all that apply)</u></b></p> <p><input type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input type="checkbox"/> Decreases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Decreases fund balance -</p>	<p><b><u>Budget Effect:</u></b></p> <p><input type="checkbox"/> Expenditure authorized in budget</p> <p><input type="checkbox"/> No change to budget required</p> <p><input type="checkbox"/> Expenditure not authorized in budget</p> <p><input type="checkbox"/> Budget amendment required</p>
	<p><b><u>Vote Required:</u></b></p> <p><input checked="" type="checkbox"/> Majority</p> <p><input type="checkbox"/> Two-Thirds</p>

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
				<b>Totals</b>				

**Prepared By**

<b>Department: City Manager.</b>	
<b>Prepared By: Larry Bierke</b>	<b>Date: 02.18.14</b>





To: Platteville Common Council  
Larry Bierke, City Manager

From: Brian M Allen, MS, AEMT, NREMT-B  
EMS Administrator-City of Platteville

Date: February 19, 2014

Ref: Beining Trust/Endowment

## Memorandum

### **EMS Proposal**

EMS would like to use part of the money from the Beining Trust towards the purchase of Zoll AutoPulses for both ambulances.

The Zoll AutoPulse is a mechanical CPR device that is used for patients who are in cardiac arrest. The AutoPulse looks like half of a backboard with a band that comes across the patient's chest. The patient is placed on the board and is lined up for the constricting band to come to a rest on the chest in a designation position. The band is pulled tight compressing the chest. The AutoPulse allows for continuous high quality compressions that remain consistent throughout the entire time the machine is working. Numerous non-biased studies have shown that using a mechanic compressor improves the chances of surviving a cardiac arrest event. The Zoll AutoPulse also fully interfaces with our cardiac monitors/defibrillators and the two communicate with each other to deliver the defibrillation shocks at the exact moment that it is most beneficial to the patient.

The AutoPulse also allows for compressions to be given while the EMS crew is moving a patient to the ambulance (unable to do compressions when moving a patient down a set of stairs – safety concerns). The AutoPulse would also increase EMT safety during transport, because an EMT wouldn't have to be standing over a patient performing chest compressions while the ambulance is moving (EMTs are injured when standing in a moving ambulance with normal traffic – if there was an accident, the EMT could be seriously injured or killed).

The Las Vegas Fire Department put together a video showing the differences between providing manual CPR and Auto Pulse compressions in a moving ambulance. The video can be found by going to YouTube and searching for Las Vegas Fire AutoPulse or (<http://www.youtube.com/watch?v=6kwr6tqzcfA>).

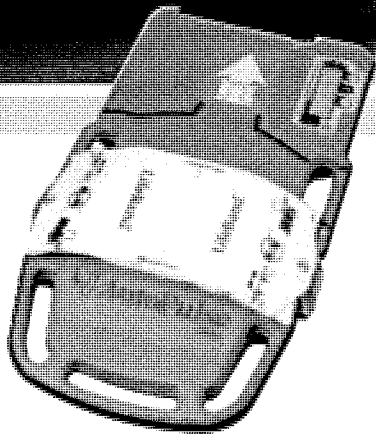
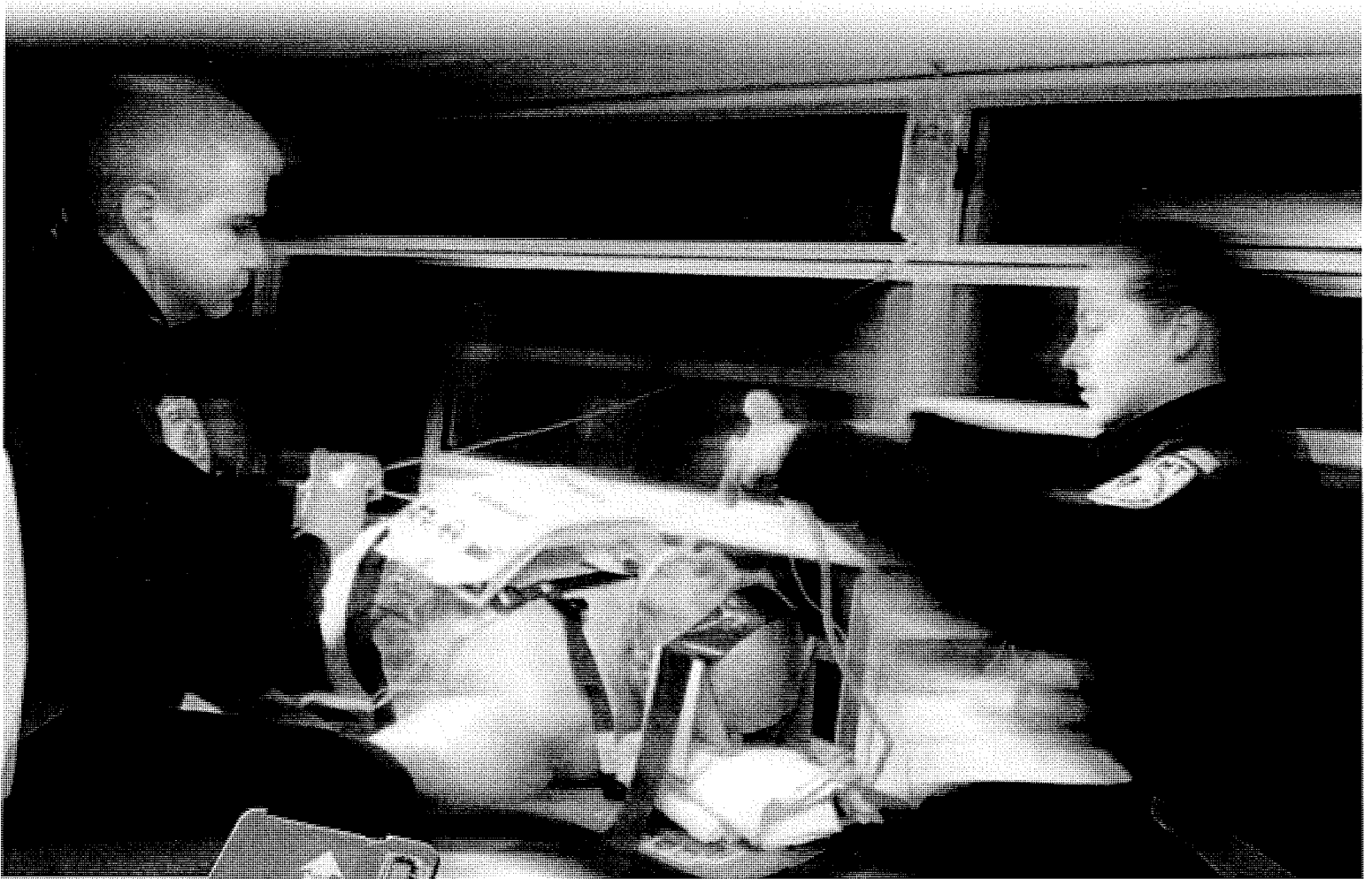
The AutoPulse is in use throughout the worldwide and here locally. Local ambulance services using the Zoll AutoPulse are Fennimore EMS, Dodgeville EMS, Mineral Point EMS and Highland EMS. Other services in Wisconsin using the AutoPulse are Stoughton EMS, Antigo EMS, Town of Linn EMS, Menomonie EMS, Rochester EMS, South Shore Fire, Chippewa Fire Protection, Caledonia EMS, Argyle EMS and Gold Cross Ambulance. All 15 services in Walworth County were also going to be purchasing the AutoPulse. I have spoken with several

members of different departments that use the AutoPulse and haven't had any of them say anything negative. They all actually say what a benefit they are and how much safer and easier handling a cardiac arrest case because of the AutoPulse. AutoPulses are not just used in the pre-hospital setting either, they are also used in hospitals.

The EMS department would like to purchase two (2) Zoll AutoPulses and all necessary extras (batteries, charger, case, bands) for a total cost of approximately \$31,046.99. The expected life for an AutoPulse is ten (10) or more years as they can be updated if changes are necessary.

If purchased the remaining amount left from the endowment would be \$13,256.34.

**AutoPulse**<sup>®</sup>  
Non-invasive Cardiac Support Pump



Improve safety and survival.  
Whatever the challenges.

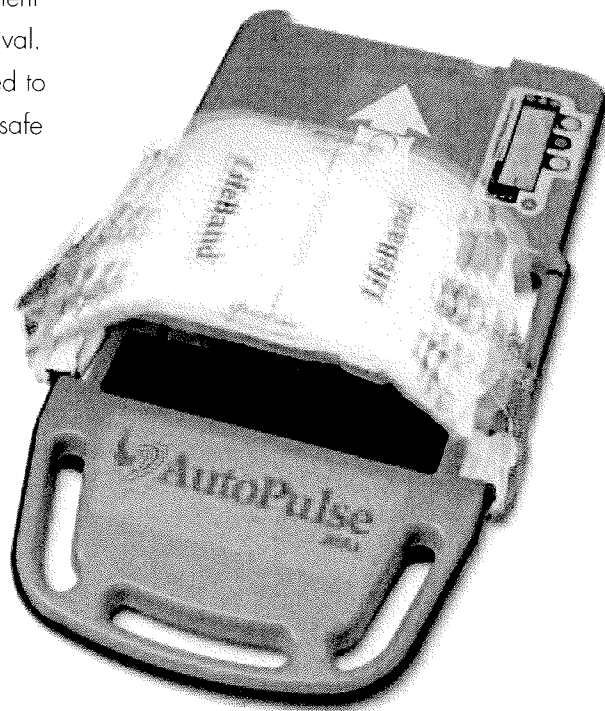
**ZOLL**<sup>®</sup>  
Advancing Resuscitation. Today.<sup>®</sup>

# CPR That Never Misses a Beat

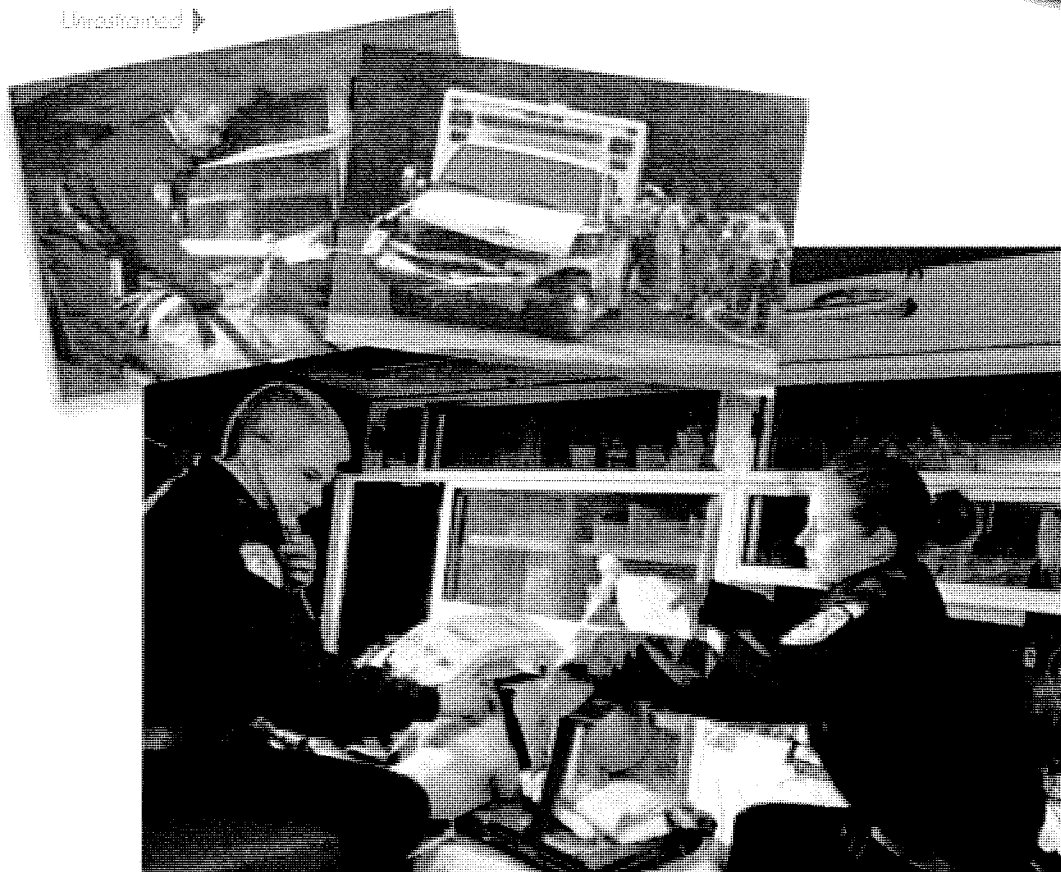
When treating patients in sudden cardiac arrest (SCA), consistent continuous, high-quality chest compressions are critical to survival. But uninterrupted CPR can be impossible for rescuers who need to navigate unpredictable obstacles – while keeping themselves safe and their patients well perfused.

The revolutionary ZOLL® AutoPulse® provides a better choice for top-quality CPR on the move. The only device of its kind, AutoPulse is a non-invasive cardiac support pump that moves more blood<sup>1,2,3</sup> more consistently than is possible with human hands.

AutoPulse sets a new standard of care for effective, easy-to-use, non-invasive cardiac support during resuscitation. Its capabilities give you more time to focus on everything that matters when saving lives.



Unrestrained ▶



*AutoPulse allows rescuers to be safely restrained during transport, secure in the knowledge that the patient is receiving excellent perfusion.*

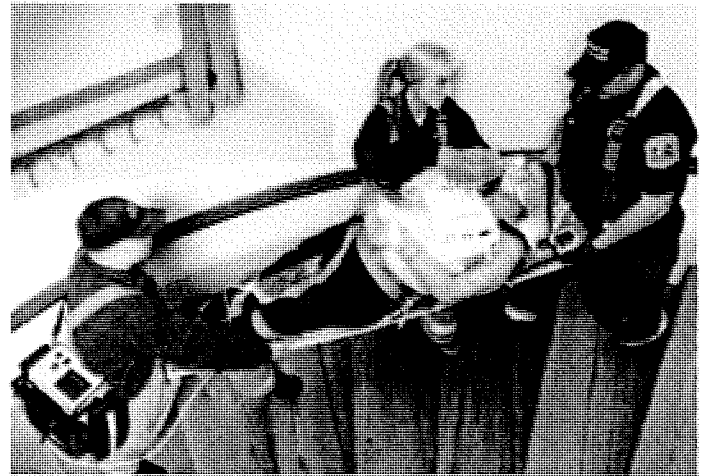
◀ Restrainted

## Uncompromised Safety

Saving others shouldn't mean putting your own life at risk. With unrestrained ambulance occupants involved in a crash at 4 times greater risk of death and 6.5 times greater risk of permanent disability,<sup>4</sup> CPR needs to be as safe as it is effective.



The AutoPulse allows EMS providers to be safely restrained while its load-distributing<sup>5</sup> LifeBand<sup>®</sup> squeezes a patient's entire chest to provide uninterrupted blood flow.



## Another Set of Hands

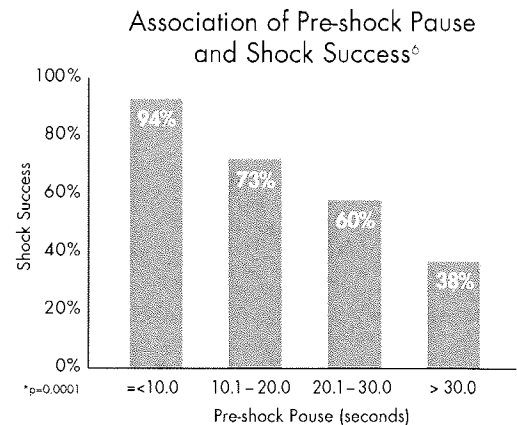
During SCA events, there is always too much to do in far too little time. AutoPulse frees up a rescuer to perform other critical life-saving tasks such as starting an IV, administering medication, ventilating, or intubating.

*With AutoPulse, rescuers can provide optimal compressions while transporting patients or performing other life-saving activities*

## Minimal Interruptions

Interruptions in CPR can be deadly for SCA patients. Successful resuscitation plummets from 94% with fewer than 10 seconds between compressions to just 38% with a 30-second pause.<sup>6</sup>

The AutoPulse delivers excellent, consistent blood flow during all patient movement operations – even when rescuers are going down stairs, rushing to and from the ambulance, or navigating traffic at high speeds.



## Lifesaving Technology

The patented load-distributing LifeBand squeezes a wide area of the chest, spreading out the force of the compressions and helping to maximize blood flow. In contrast, manual CPR and piston-driven devices concentrate the force on a very small surface area. The LifeBand also allows full decompression for maximum coronary perfusion.

## Simple and Smart

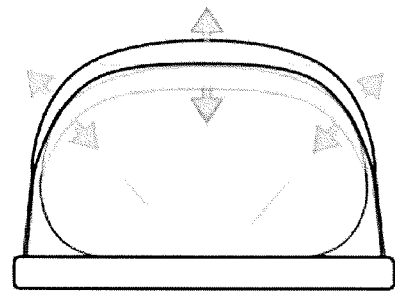
Deploying the AutoPulse takes only seconds by properly trained professionals. The AutoPulse automatically determines the size, shape, and resistance of each individual, then adjusts the force required to result in a true 20% anterior-posterior displacement.

## Integrated Data Management

After resuscitation, AutoPulse data can be easily uploaded to ZOLL's RescueNet® Code Review and seamlessly integrated with defibrillator and other critical event data to provide the most comprehensive pre-hospital patient record possible.

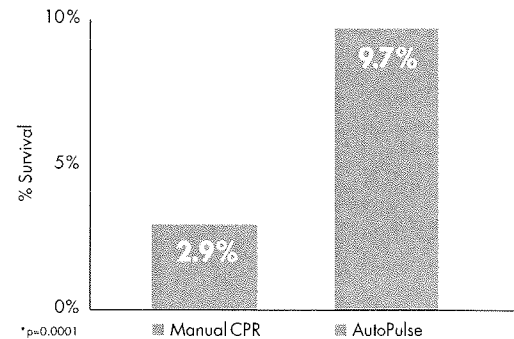
## Clinical Studies

A number of studies document the impact of AutoPulse on clinical outcomes, the efficacy of AutoPulse, including its ability to triple survival rates to hospital discharge.<sup>7</sup>



Load-distributing band (LDB) technology<sup>5</sup>

## AutoPulse Tripled Survival to Discharge<sup>7</sup>



Casner M et al. The impact of a new CPR assist device on rate of return of spontaneous circulation in out-of-hospital cardiac arrest. *Prehospital Emergency Care*. 2005;9(1):61-67.

Hallstrom AP et al. Manual chest compression vs use of an automated chest compression device during resuscitation following out-of-hospital cardiac arrest. *Journal of the American Medical Association*. 2006;295(22):2620-2628

Halpern HR et al. Cardiopulmonary resuscitation with a novel chest compression device in a porcine model of cardiac arrest. *Journal of the American College of Cardiology*. 2004;44(11):2214-2220

Ikeno F et al. Augmentation of tissue perfusion by a novel compression device increases neurologically intact survival in a porcine model of prolonged cardiac arrest. *Resuscitation*. 2006;68:109-118.

Krep H et al. Out-of-hospital cardiopulmonary resuscitation with the AutoPulse system: a prospective observational study with a new load-distributing band chest compression device. *Resuscitation*. 2007;66:86-95.

Ong ME, Ornato JP et al. Use of an automated, load-distributing band chest compression device for out-of-hospital cardiac arrest resuscitation. *Journal of the American Medical Association*. 2006;295(22):2629-2637.

Swanson M et al. A CPR assist device increased emergency department admission and end tidal carbon dioxide partial pressures during treatment of out of hospital cardiac arrest. *Circulation (Supplement)*. 2006;114(18):2664

Timmerman S et al. Improved hemodynamic performance with a novel chest compression device during treatment of in-hospital cardiac arrest. *Resuscitation*. 2004;61:273-280

<sup>1</sup>Halpern HR et al. *Journal of the American College of Cardiology*. 2004;44(11):2214-2220.

<sup>2</sup>Ikeno F et al. *Resuscitation*. 2006;68:109-118.

<sup>3</sup>Timmerman S et al. *Resuscitation*. 2004;61:273-280.

<sup>4</sup>Benker L et al. *Accident Analysis and Prevention*. 2003;35

<sup>5</sup>*Circulation* 2005;112:IV-207.

<sup>6</sup>Edelson D et al. *Resuscitation*. 2006;137:145

<sup>7</sup>Ong ME, Ornato JP et al. *Journal of the American Medical Association*. 2006;295(22):2629-2637.

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# ZOLL

Advancing Resuscitation. Today.®

**City of Platteville  
STAFF REPORT AND FISCAL  
NOTE**

Original       Update

**Title: Moving Platteville Outdoors Project**

**Policy Analysis Statement:**

**Brief Description And Analysis Of Proposal:**

Enclosed is a proposal from the Platteville Community Arboretum (PCA) regarding a project called Moving Platteville Outdoors. The concept is to pave and light the trail from the Chestnut Street bridge to the trail intersection behind Menards. Also enclosed is a copy of the proposed budget of \$1.2 million.

The PCA is asking 3 things of the City:

1. Sponsor and authorize submission of the grant being written by Angie Wright on behalf of the PCA. The grant is for 50% funding by the DNR (\$600,000) toward the project. The PCA is not an eligible agency. Only the City is eligible to sponsor & submit the paperwork. The City would also administer the Grant paperwork.
2. Approve the carry over of the original \$50,000 pledge for the Bridge Replacement project given to the PCA in 2013. The original agreement was that they were to use the money within a year. This would need to be postponed in order to use this funding as part of the \$600,000 local match. Any funds spent before the grant is awarded cannot be counted toward the local match.
3. Approve additional match funding of \$150,000. Staff has researched this and it is permissible to use Park Impact Fee funding for this purpose. Park Impact Fees are \$380.00 per unit. Currently we have \$108,628.77 in that account. We have committed \$35,000 for 2 projects in 2014 which leaves \$73,628.77. Staff proposes that if the Common Council wishes to use the Park Impact Fees that we spend no more than half of the available balance, or approximately \$35,000. This can be pledged upon Council approval. The remaining \$115,000 could be pledged from Fund Balance or as a 2015 CIP line item. Using the Fund Balance would designate the funding to be available now. This would improve our standing when the DNR reviews the grant request. Since the actual project will not be accomplished until 2015, the Council may choose to fund it during the normal 2015 budgeting process. Since this is not guaranteed funding, DNR will weigh that accordingly.

**Recommendation:**

Staff recommends the Common Council approve a motion to:

1. Sponsor and authorize submission of a grant to the DNR for up to 50% of the cost of the trail paving and lighting project.
2. Approve the carry over of the original \$50,000 grant to the PCA for use as local match for the trail paving and lighting project in 2015.
3. Approve the pledge of \$150,000 in additional local match funding subject to the PCA raising the additional local match required. This funding shall be \$35,000 from the Park Impact Fees account and the remaining \$115,000 as a 2015 CIP line item.

**Impact Of Adopting Proposal:**

This will allow the PCA and City to submit a grant request to the DNR for 50% funding for paving and lighting the PCA trail from the Chestnut Street bridge to the trail intersection behind Menards. It will improve walking and biking along the trail and allow night time use of the trail. It will show the DNR and other local agencies that the City supports the project and will aid the PCA in getting other donations.

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance - \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget  
Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds


**Narrative/assumptions About Long Range Fiscal Effect:**

There will be long term maintenance needs on the trail.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required _____				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
100		23395		Impact Fees for Parks	\$108,628.77	\$35,000		\$73,628.77

**Prepared By:**

<b>Department:</b> Public Works	
<b>Prepared By:</b>  Howard B. Crofoot, P.E.	<b>Date:</b> February 18, 2014



18 February, 2014

Howard B. Crofoot, P.E.  
Director of Public Works  
City of Platteville  
75 N. Bonson St. PO Box 780  
Platteville, WI 53818-0780

Ref: Request for \$150,000 for PCA's Moving Platteville Outdoors Project

Dear Howard,

This is PCA's formal request to the City of Platteville to: 1) approve the delay in the use of the initial \$50,000 bridge funding and 2) provide an additional \$150,000 of funding to help with matching funds for a \$1.2 million dollar grant request to the DNR to be submitted by 1 May 2014. The DNR requires the grant request be submitted by the city. We also request the city administer the DNR Grant request when approved.

Certainly we are okay with the City of Platteville stipulating their additional \$150,000 must be matched by local fund raising efforts as you did previously.

As far as city payment of the \$150,000, since the city is administering the grant, likely grant reviewers might look most favorably on the project if the city would allocate/dedicate the money to the project before 20 April 2014. That said, a promise by the city that a portion of the city \$150,000 match will come from Park Impact Fees and a portion will be appropriated from General Tax revenues for budget year 2015 payable in the city first fiscal quarter of 2015 would certainly be acceptable.

Background:

Recently Eileen Nickels, Angie Wright, Cindy Tang and Gene Weber went to Madison to seek grant funds for a community trail improvement project. Platteville is being encouraged by DNR to delay PCA's '3 for \$100K' project for one year (until 2015), and to use the existing \$100K as matching funds for the Moving Platteville Outdoor (MPO) Project – to pave and light the entire trail from the designated start of the 'Platteville to Belmont' Trail (behind Menards) to the trail connection with UWP.

A proposal is being prepared for submission to the DNR to secure funding. We estimate the total project cost to be approximately \$1.2 million. The DNR requires a 50% match (thus \$600,000). The existing \$100,000 from the '3 for \$100K' project can only be used as matching funds if it has not been spent before the grant is awarded. The additional \$500,000 will be solicited from other sources including: grant funding from corporations and foundations, local businesses and residents, UWP and the UWP foundation, and in-kind services from UWP students, local businesses, and the city.

We have participated in two recent trips to Madison to seek grant money for various Platteville projects (library block, future SWHC needs, trail, city projects, etc.) in order to bring some of our tax dollars back to Platteville. We have found that in order to be successful total community collaboration is necessary and therefore we have met with and invited the city, UWP, Platteville Community Fund, Building

Platteville and others to participate in this substantial trail improvement effort. The initial response has been positive and all these groups will be finalizing their commitments in the near future. This could well become the model for bringing tax dollars back to Platteville for many projects.

Due to DNR requirements, the grant proposal must be submitted by the city by May 1, 2014, and notification of its success should be received by September 2014.

We want to thank the city for being in the forefront of encouraging projects like this that are dedicated to growing Platteville into the SW Wisconsin Regional Center by impacting positively our local residents, businesses, tourism, recreation, health, safety, environment and our overall quality of life.

Best for Platteville,

Gene Weber, PCA Director

Moving Platteville Outdoors Project (PCA Collaboration with SW Wisconsin)

## Estimated Cost and Revenue Plan

Projects:

Estimate

Replace bridge and reroute trail/relocate bridge to bypass stairs and get off Valley Road	\$100,000
Pave trail from UWP to Mineral Street	\$225,000
Light PCA Trail from UWP to Mineral Street	\$321,000
Below Part of Belmont Trail Project that was dropped out	
Pave DNR Trail from Mineral Street to Belmont Trail End (keystone)	\$200,000
Light DNR Trail from Mineral Street to Belmont Trail (Keystone)	\$326,000
Native plantings and seeds to stabilize trail sides and stream sides as we put the two bridges in place (\$6000)3 kiosks used to educate trail users on trail access, environment and recognize those that made it happen (\$6000);gazebo would be placed at the entrance to the city used for student education, PCA board meetings and as a welcome / rest station to the city. (\$3,000); In kind labor from UWP class to do all (\$10000)	\$25,000
Total Needed	\$1,197,000
Revenue	
Currently Funded as of 2013	\$102,000
Grant Request to DNR 50/50 Match	\$598,500
Grant Writing to foundations and contractors (Coke, Walmart, iversons, SWHC, Fritz, Delta 3, Alliant,Kraemer Bros/Ed Kraemer & Sons, etc)- yet to be done	\$150,000
Fund Raising to be requested from local business	\$150,000
Request to City for Additional Funding	\$150,000
UWP and UWP Foundation Requested to Contribute	\$100,000
Grand total Revenue	\$1,250,500